

Arizona Department of Education

Student Accountability Information System

Student Database Transaction Requirements

• FY 2007 Code Values

Version 7.0

Last updated July 6, 2006

Arizona Department of Education
School Finance Division
1535 W. Jefferson Street
Phoenix, Arizona 85007-3209

*For updates to this document, see the SAIS project contact in section **Contacts**.*

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Revisions

Below is an inventory of the revisions made to this document since publication of version 1.0. (The revisions made while this document was in Draft form are NOT included in this list.) Each time a revision is made the following sections, if included in this document, will also be updated: **Table of Contents, List of Figures, List of Tables, Issues.**

07/06/2006 Version 7.0 PUBLISHED

<i>ver</i>	<i>new information</i>	<i>old information</i>	<i>source</i>
7.0	Student Management System Added Genesis SMS by Edupoint as code '21' for valid vendor SMS	Previously did not exist in documentation, although valid from FY06 forward	Jim Whelan, IT Business Analyst
7.0	Primary Nighttime Residence Added codes for 'Primary Nighttime Residence', which is associated with students who have been designated as Homeless. New for FY07.	Previously did not exist.	Mattie McVey-Lord, AAD; Jim Whelan, IT Business Analyst
7.0	Assessment Results Appended description. No code changes.	Previous descriptions not as detailed.	Micky Gutier, EAS; Jim Whelan, IT Business Analyst
7.0	Language Participation Status Appended description. No code changes.	Previous descriptions not as detailed.	Micky Gutier, EAS; Jim Whelan, IT Business Analyst
7.0	Home Languages Added numerous home language codes as needed/defined by EAS (based on Home Languages listed by the Department of Economic Security for immigrants and refugees).	Previously did not exist.	Kathie Mooney, EAS; Jim Whelan, IT Business Analyst
7.0	Special Education Service Exit Reason Added code 9, 'exited due to intended change in SAIS data element only'. New for FY07.	Previously did not exist.	Peggy Staples, ESS; Jim Whelan, IT Business Analyst
7.0	Special Education Service Exit Reason Added code 10, 'Withdrawn by Parent Request'. Valid only for SPED grades PS, KG, and UE. New for FY07.	Previously did not exist.	Karen Woodhouse, ECE; Peggy Staples, ESS; Jim Whelan, IT Business Analyst
7.0	Early Childhood Preschool Programs Added New for FY07. New codes for Early Childhood Preschool Programs. New transaction for FY07.	Previously did not exist.	Karen Woodhouse, ECE; Helen Hugo, IT BA/QA Director
7.0	Early Childhood Block Grant – Living in Household Indicator Added New for FY07. New codes defined specifically for the living in household indicator, which is required with a submitted Early Childhood Preschool Program participation of Block Grant.	Previously did not exist.	Karen Woodhouse, ECE; Helen Hugo, IT BA/QA Director
7.0	Early Childhood Preschool Assessments Added New for FY07. New codes for Early Childhood Preschool Assessments. New transaction for FY07.	Previously did not exist.	Karen Woodhouse, ECE; Helen Hugo, IT BA/QA Director

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ver	new information	old information	source
7.0	Support Programs <i>Support Program 27 – Supplemental School Services - due to 'In School Improvement'</i> Enhanced description of determining factors of what designates a school in improvement.	Previously did not contain full explanation in school improvement determining factors for this support program.	Nancy Konitzer, AAD; Helen Hugo, IT BA/QA Director
7.0	Support Programs <i>Support Program 34 – Transportation/School Choice - due to 'In School Improvement'</i> Enhanced description of determining factors of what designates a school in improvement.	Previously did not contain full explanation in school improvement determining factors for this support program.	Nancy Konitzer, AAD; Helen Hugo, IT BA/QA Director
7.0	Federal School Improvement Added section to identify specific categories of Federal 'In School Improvement'.	Section previously did not exist.	Nancy Konitzer, AAD; Helen Hugo, IT BA/QA Director

12/9/2005 Version 6.5 PUBLISHED

ver	new information	old information	source
6.5	Assessment Proficiency Level Added assessment proficiency level codes as determined through Harcourt Rapid Reports.		Micky Gutier, EAS; Jim Whelan, IT Business Analyst
6.5	Assessment Result Included the word "Overall" in for assessment result.	Overall Assessment result code is new for assessments given in FY06. Previously, assessment result codes were directly associated with the individual sub-tests.	Micky Gutier, EAS; Jim Whelan, IT Business Analyst
6.5	Assessment Scaled Score Added further description to the assessment scaled scores, including: <ul style="list-style-type: none"> • setting a range of 100-997. • 998 indicates the student did not attempt to complete assessment sub-test • 999 indicates a student in Continuing FEP status 	Valid code value range did not exist previously.	Micky Gutier, EAS; Jim Whelan, IT Business Analyst
6.5	Assessment Result Included the word "Overall" in for assessment result.	Overall Assessment result code is new for assessments given in FY06. Previously, assessment result codes were directly associated with the individual sub-tests	Micky Gutier, EAS; Jim Whelan, IT Business Analyst
6.5	Need Codes <i>Economic Disadvantage - Evacuee</i> Added a Need code for "Evacuee". Intended use is for students who enter enroll in AZ as a direct result of being displaced by Hurricane Katrina.	Previously did not exist.	Academic Achievement; Helen Hugo, IT BA/QA Director

11/01/2004 Version 4.5 PUBLISHED

ver	new information	old information	source
4.5	Support Programs Added rule that NOND can be used with Gifted support program participation.	Previously was not a permitted need code.	Ticket 22703; C. Cree, MIS – Business Analysis

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4.5	SPED Service Codes Modified the following codes: A – all but PS J – all but PS S – all but PS B – PS J – PS		Peggy Staples, ESS; C. Cree, MIS – Business Analysis
4.5	SPED Exit Reason Codes Changes made to the following exit reason code: Code 1 Code 6 Code 7		Peggy Staples, ESS; C. Cree, MIS – Business Analysis

09/23/2004 Version 4.4 PUBLISHED

ver	new information	old information	source
4.4	Special Education Services Added note that Preschool service codes R and S will generate State funding.	Change for FY05	Peggy Staples, ESS; C. Cree, MIS – Business Analysis Ticket # 22581

09/16/2004 Version 4.3 PUBLISHED

ver	new information	old information	source
4.3	Support Programs The code for Transportation/School Choice will be disallowed in SAIS beginning FY05.	Previously was a valid code.	Nancy Konitzer, AAD; Jeff Stowe, AAD; Helen Hugo, MIS – Student Details Manager

09/09/2004 Version 4.2 PUBLISHED

ver	new information	old information	source
4.2	Student Management System Modified description of Transactions: ALL ; required in File Header. See "File Header Requirements" section in the Transactions Overview document for reference.	Previously this description referred to specific transactions instead of all transactions.	Jim Whelan, MIS Business Analyst
4.2	SPED Exit Reason Added internal code 3354 in SdCountryCodes table in SAIS database for SPED Exit Reason Code 8, Transition to Kindergarten	New code; internal code newly identified.	Jim Whelan, MIS Business Analyst Ginny Nordstrom, Software Developer
4.2	SPED Exit Reason Removed strikethrough formatting from internal code in SAIS database 3176 the SPED Exit Reason table	Strikethrough formatting unintentional and incorrect.	Jim Whelan, MIS Business Analyst

08/02/2004 Version 4.1

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ver	new information	old information	source
4.1	Activity Codes (Enrollment) Added internal code is SAIS database for EK of 3351	Previously did not exist	Jim Whelan, MIS Business Analyst Ginny Nordstrom, Software Developer
4.1	Activity Codes (Withdrawal) Added internal code is SAIS database for WK of 3352	Previously did not exist	Jim Whelan, MIS Business Analyst Ginny Nordstrom, Software Developer
4.1	Country Codes <ul style="list-style-type: none"> Updated various ISO 3166 alpha-2 codes Updated Source Code table reference to identify SdCountryCodes New country code added; TL for Timor-Leste		Jim Whelan, MIS Business Analyst Ginny Nordstrom, Software Developer
4.1	Whole Document Added Code in Database values in various sections	Previously were not documented	Ginny Nordstrom, Software Developer
4.1	Membership Type Added TAPBI – Distance Learning; code = T	New for FY 2005	Jim Whelan, MIS Business Analyst Ginny Nordstrom, Software Developer

6/10/2004 Version 4.0 Published

ver	new information	old information	source
4.0	Assessment Methods Changed effective dates to FY05 for old codes. Added explanatory notes for old and new Assessment Methodology codes. Indicated that new assessment codes are effective FY05 and beyond.	Previously, old methods were not going to be allowed in FY05.	Irene Moreno, EAS; Kathie Mooney, EAS; Rolanda Bell, R&E; Helen Hugo, MIS – SAIS Student Details Manager; Carol Cree, MIS – Business Analysis
4.0	Assessment Results Added explanatory notes regarding edits for new code of "Continuing FEP".		Irene Moreno, EAS; Kathie Mooney, EAS; Rolanda Bell, R&E; Helen Hugo, MIS – SAIS Student Details Manager; Carol Cree, MIS – Business Analysis
4.0	Need Codes <ul style="list-style-type: none"> Indicated that the "Migrant Agriculture Employment" need code will no longer be allowed in SAIS for FY05 but will be captured in COEStar; Added statute reference for defining "Homeless" 	<ul style="list-style-type: none"> Migrant was previously an allowed code. 	Jeff Stowe, AAD; Marion Herrera, AAD; Janice McGoldrick; Carol Cree, MIS – Business Analysis
4.0	Special Enrollment Codes Inserted a note that Special Enrollment codes may be submitted with a blank.		Helen Hugo, MIS – SAIS Student Details Manager; Randy Morter, Software Development Lead; Carol Cree, MIS – Business Analysis

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4.0	<u>Support Programs</u> Revised effective dates indicating Migrant Support Program codes will no longer be accepted in SAIS beginning FY05, but will be captured in COEStar.	Codes previously allowed	Jeff Stowe, AAD; Marion Herrera, AAD; Helen Hugo, MIS – SAIS Student Details Manager; Carol Cree, MIS – Business Analysis
4.0	<u>Withdrawal Reasons</u> Revised wording to be consistent with new Withdrawal Form.		Nancy Konitzer, AAD; Jean Ajamie, Student Services; Helen Hugo, MIS – SAIS Student Details Manager; Carol Cree, MIS – Business Analysis

2/16/2004 Version 3.0 published

ver	new information	old information	source
3	FY2005 Changes		Janice McGoldrick, MIS SW Dev Mgr,
3	Proposed change: Activity Codes: Added codes EK/WK to be used for internal use only for mid-year calendar track transfers. NOTE: this issue is currently undergoing design review; final design will be published shortly.	mid-year track change did not have a code	Janice McGoldrick, MIS SW Dev Mgr,
3	Assessment Methods: Four tests in effect FY2004 are retired at close of FY2004. One new test with three sub-tests effective FY2005.	described at left	Janice McGoldrick, MIS SW Dev Mgr,
3	Assessment Result: New code "Continuing FEP" effective FY2005.	did not exist previously	Nancy Konitzer, Irene Moreno, Kathie Mooney, Jeff Stowe, AAD
3	Country Codes: Updated to synchronize with ISO 3166-1. Various changes identified in the table.	changes identified by ISO through January 2004	Carol Cree, MIS Business Analyst
3	Ethnicity (Race): Added note to advise that ADE has received no updates from the USDE on this element.	was last updated on 10/3/2002	Janice McGoldrick, MIS SW Dev Mgr,
3	Home Language: American Sign Language no longer accepted by SAIS effective FY2005	had been added in error in FY2004	Nancy Konitzer, AAD
3	Language Program Exit Reason: <ul style="list-style-type: none"> Codes 4 (Program Ended) and 6 (End of School Year) no longer accepted by SAIS effective FY2005. New code 7 (Reclassified due to IEP team decision) added effective FY2005 	<ul style="list-style-type: none"> had been added in error in FY2004 new code did not previously exist 	Nancy Konitzer, AAD Kathie Mooney, Jeff Stowe, AAD
3	Need: <ul style="list-style-type: none"> Chronic Illness/Condition: removed from SAIS effective FY2005 School Improvement: removed from SAIS effective FY2005 	<ul style="list-style-type: none"> ADE does not have to report on this element element mistakenly added at student level rather than LEA/school level 	Jeff Stowe, AAD
3	School Membership Share: removed from SAIS; functionality no longer required	collected in SAIS through FY2004, but does not have to be kept historically	Janice McGoldrick, MIS SW Dev Mgr,

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3	Special Education Services: <ul style="list-style-type: none"> Service descriptions expanded by ESS unit Descriptions now include resourced/self-contained designation, state and/or federal funding eligible service code "I" for preschool only removed from table 	<ul style="list-style-type: none"> did not previously exist did not previously exist code was listed in this table in error; it has never been a valid code for PS 	Peggy Staples, ESS
3	Special Education Service Exit Reason: <ul style="list-style-type: none"> expanded table to include indicator for "valid for preschool" expanded table to include indicator for "valid for stated ages" added new exit reason 8 (Transition to kindergarten) 	<ul style="list-style-type: none"> did not previously exist did not previously exist code did not previously exist 	Peggy Staples, ESS
3	Student Management System: added table of SMS's in use in Arizona	did not previously exist	Janice McGoldrick, MIS SW Dev Mgr,
3	Support Programs: Added new programs 35 (Gifted) and 36 (Johnson-O'Malley Indian Education)	did not previously exist	Jeff Stowe, AAD
3	Tuition Payer: added new code 3 (Foreign Exchange student), handled the same as code 2 (non-funding-generating)	did not previously exist as a Tuition Payer code; was a separate SAIS element on Student	Janice McGoldrick, MIS SW Dev Mgr,
3	Withdrawal Reason: Added new element and new code values	did not previously exist	NCLB and ARS §15-1042(H).
3	Issues: Added section for issues with the material or the document that are unresolved at the time of publication.	no unresolved issues existed when previous version of this document was published	Janice McGoldrick, MIS SW Dev Mgr,

10/20/2003 Version 2.4 published

ver	new information	old information	source
2.4	Need, Support Programs: <ul style="list-style-type: none"> Added need code "NOND", representing "no need". This acts as a placeholder for some Support Programs that allow a child to participate without having any related Need. This value was requested by vendors whose SMS's prefer to require entry of a Need Code on the Support Program Participation (015) transaction. (In other words, these SMS's make it a required field, whereas in SAIS it is actually an optional field.) Added SAIS Database Codes where missing. 	<ul style="list-style-type: none"> did not previously exist some had not been listed in this doc (they are relevant to internal SAIS operations only) 	Janice McGoldrick, MIS SW Dev Mgr, Ginny Nordstrom, SAIS SW Developer
2.4	Special Education Service Exit Reason: Reason "Moved, not known to be continuing" (code 6) was added back to the list of valid codes.	was removed in error in the release of version 2.2	Peggy Staples, Exceptional Student Services

8/7/2003 Version 2.3 published

ver	new information	old information	source
2.3	All tables: Added effective dates for each code. NOTE that if effective date is missing, then the code has been in effect since the inception of the SAIS system, and probably before then. (this is explained in a footnote to each page.)	existed for some tables but not for others	Janice McGoldrick, MIS SW Dev Mgr

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2.3	Home Language: Code 46 "American Sign Language (ASL)" will not be valid in SAIS. Added a note that this code will be accepted by SAIS for FY2003-04, but will be changed to code 00 "English" before the information is added to the SAIS database.	ASL just added in version 2.2 (very late-published federal regulations showed that this code is not relevant for Home Language as was originally expected)	Irene Moreno, EAS Director, Academic Achievement unit; Janice McGoldrick, MIS SW Dev Mgr
2.3	Language Program Exit Reason: Codes 4 "Program Ended" and 6 "End of school year" will not be used by SAIS. Added a note that these two codes should not be submitted to SAIS, but because of the incorrectly published requirements, SAIS will accept these codes for FY2003-04. They will not be reported by ADE.	codes 4, 5, and 6 were added in version 2.2, but very late-published federal regulations showed that codes 4 and 6 will not be required	Irene Moreno, EAS Director, Academic Achievement Dept; Janice McGoldrick, MIS SW Dev Mgr
2.3	Language Programs: Renamed the 3 bilingual programs B1, B2, and B3 to "Bilingual/Dual Language with Waiver 1" (and "... 2", and "... 3").	previously were named "Bilingual with Waiver 1" (and "...2, and "...3")	Irene Moreno, EAS Director, Academic Achievement unit; Janice McGoldrick, MIS SW Dev Mgr
2.3	Need, Support Programs: <ul style="list-style-type: none"> Fixed terms related to migrant, immigrant, and free/reduced lunch eligibility. For the Support Program 21st Century, noted that Need is optional: a student may participate in the program and yet not have one of the listed Needs. Need "School Improvement" deleted; this is a characteristic of a school, not of a student, so has been moved into Enterprise and out of SAIS. Program requirements for School Improvement Supplemental Education Services and Transportation / School Choice changed to reflect "School Improvement" characteristic being moved from Student Need to Enterprise (school-level). 	<ul style="list-style-type: none"> correction for version 2.2 was incomplete 21st Century listed many possible related Needs, implying that Need is required for a student to participate in this program "School Improvement" was added in error. Same as above. 	Janice McGoldrick, MIS SW Dev Mgr; Jeff Stowe, Nancy Konitzer, AAD

5/1/2003 Version 2.2 published

ver	new information	old information	source
2.2	Ethnicity (Race): Added a NOTE to inform that there has been no change yet to these code values per the US Dept. of Education.	did not previously exist	Janice McGoldrick, MIS PMO
2.2	Home Language: Added new code for American Sign Language	did not previously exist	Nancy Konitzer, per Katie Stevens, Academic Support (1/7/2003 JMcG)
2.2	Language Programs: Removed codes that were never used by ADE (codes A and B planned for FY 2001-2002 but not used).	values were never valid as planned	Rose Whelihan, School Finance (9/23/2002 JMcG)
2.2	Language Program Exit Reason: Added codes for exit reasons that were not previously defined (required because this element is required for each exited language program).	did not previously exist	Nancy Konitzer, per Katie Stevens, Academic Support

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2.2	Need: <ul style="list-style-type: none"> Added new code for Non-Verbal Reasoning Giftedness Changed description of Limited English Proficient to English Language Learner Changed description of Migrant to Migrant Agriculture Employment. Added new codes for Refugee, School Improvement, Social Studies, Other Academic Services 	<ul style="list-style-type: none"> additions did not previously exist previous descriptions of changes noted at left 	<ul style="list-style-type: none"> (giftedness) Peter Laing, Exceptional Student Services (4/4/03 JMcG) (all others) Nancy Konitzer, Academic Support (3/26/2003 JMcG)
2.2	Special Education Service Exit Reason: Reason "Moved, not known to be continuing" (code 6) removed.	<ul style="list-style-type: none"> was in use through FY 2003 	Peggy Staples, Exceptional Student Services
2.2	Support Programs: Added new programs for all student support programs.	<ul style="list-style-type: none"> did not previously exist 	Nancy Konitzer, Academic Support (1/7/2003 JMcG), Cheri Levenson, Student Services (2/27/03 JMcG)

6/14/2002 Version 2.1 published.

ver	new information	old information	source
2.1	Assessment Methods, Assessment Results: Codes updated; the area was finalized by Academic Services Division after resolution of the Flores v. Arizona lawsuit.	values had been removed from the document; they were out of date and ASD could not ensure that the new codes would comply with the Flores decision before it was announced on 6/12/2002.	Katie Stevens & Nancy Konitzer, ADE Academic Services Division
2.1	Language Participation Status: Codes updated; the area was finalized by Academic Services Division after resolution of the Flores v. Arizona lawsuit.	Formerly called Language Need Status	Katie Stevens & Nancy Konitzer, ADE Academic Services Division
2.1	Contacts: Updated email address for support center to ADEsupport@ade.az.gov	previously address of support@ade.az.gov is being discontinued	Terry Mendez, ADE Support Center

5/23/2002 Version 2.0 published.

ver	new information	old information	source
2.0	About This Document: synchronized with Membership Transactions document. Added new section Document Distribution / Postings to identify who will be notified of changes to this document and where it will be posted.	Updated Contacts to incorporate instructions for inquiries and reporting changes. Removed Change Management . Updated Document References .	Janice McGoldrick, MIS Project Management Office
2.0	All subject areas: Added source of the codes.	was stated for some subjects, not for others; source had been removed from Country	Janice McGoldrick, MIS Project Management Office
2.0	Assessment Methods, Assessment Results: This subject area is active as of fiscal year 2002-2003, however the code values are currently being finalized by ADE's Academic Services Division.	note previously stated that they were not yet included in SAIS	Katie Stevens, ADE Academic Services Division

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2.0	Country: <ul style="list-style-type: none"> Updated the short name, full name, and notes for code ZZ to reflect that this code represents countries not recognized by the ISO organization. removed duplicate entry for ZZ in table Added again the deleted description of the source of this data (ISO standards) 	previously stated that this was the default country to be used for SAIS, or to be used if a country code in the table was rejected in SAIS processing	Janice McGoldrick, MIS Project Management Office
2.0	County: Expanded explanation of subject area. Noted that the actual county of an entity can be found on the Enterprise database, while this code is relevant only to the "C" in CTD and CTDS.	did not mention the Enterprise database	Janice McGoldrick, MIS Project Management Office
2.0	Ethnicity/Race: Included "Race" in the code name. Expanded descriptions of race/ethnicities to agree with the NCES Student Data Handbook, 2000 Edition (publication NCES 2000-343).	descriptions for Asian/Pacific Islander was not as comprehensive; for White listed North Africa twice	NCES Student Data Handbook, 2000 Edition; Janice McGoldrick
2.0	Language Programs: <ul style="list-style-type: none"> Renamed from English Acquisition Programs Added begin and end dates, added new codes for FY 2001-2002 and 2002-2003. 	begin/end dates were shown in "notes"; FY2001-2002 codes were wrong; FY2002-2003 codes did not exist	Virginia Rivera, ADE Academic Services Division
2.0	Need Level Code: Removed from document. Can be re-added if and when the Vouchers System is included in SAIS.	had listed 2 codes: <ul style="list-style-type: none"> PR (543) primary SC (544) secondary 	Janice McGoldrick, MIS Project Management Office
2.0	Language Program Exit Reason, Special Education Service Exit Reason: Codes split into two, to more accurately reflect the separate areas' needs. Codes for the Special Education changed to reflect those used by the federal IDEA Part B Data Reports.	had been combined as Program/Service Exit Reason ; codes matched those used by the Language area.	Peggy Staples, Exceptional Student Services; Janice McGoldrick, MIS Project Management Office
2.0	School Membership Share: Added additional code values for all discrete increments between 0 and 1.0.	had only stated Share in quarters: .25, .50, .75, 1.0.	Tom Boatman, Mesa
2.0	State: Added two new codes for districts' convenience: YY: Other US territory or diplomatic location not in this table ZZ: Not a US state, territory, Armed Forces, or diplomatic location	did not exist	Janice McGoldrick, MIS Project Management Office, at district request
2.0	Student Membership FTE: <ul style="list-style-type: none"> Added note that the value for 1.25 is not valid for any SAIS data submissions. It is an internal code only. Added value 0.00 for memberships less than one-fourth of a day. 	<ul style="list-style-type: none"> unexplained value caused much confusion for data submitters code for < 0.25 membership did not exist 	Janice McGoldrick, MIS Project Management Office; Karen Jones, TUSD; Tom Boatman, Mesa
2.0	Supplementary Program/Services: Removed from document. Can be re-added when the Supplementary Need Program Participation is included in SAIS.	the preliminary list was reviewed by ADE Academic Services but never finalized	Janice McGoldrick, MIS Project Management Office
2.0	Tuition Payer: Fixed definition of code 2; included a new column for notes, where usage of the codes is described in detail.	11/26/01 version had erroneously changed the definition of code 2 to include Tuition-In students	Janice McGoldrick, MIS Project Management Office

01/15/2002 Version 1.6 published.

ver	new information	old information	source
1.6	Removed Entry and Exit Date Columns from Country Code Section.		L.Michelle Dykes QA Analyst TechSpecIII

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<i>ver</i>	<i>new information</i>	<i>old information</i>	<i>source</i>
1.6	Corrected spelling errors.		L.Michelle Dykes QA Analyst TechSpecIII

12/11/2001

<i>ver</i>	<i>new information</i>	<i>old information</i>	<i>source</i>
1.5	Removed ISO Standards verbiage from Country Codes		L.Michelle Dykes QA Analyst TechSpecIII

12/05/2001

<i>ver</i>	<i>new information</i>	<i>old information</i>	<i>source</i>
1.4	Changed Tuition description fields 804 and 805		Ginger Hubacek Business Analyst

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11/26/2001

ver	new information	old information	source
1.4	Updated Country Code section to reflect default code (ZZ) if original code rejected or country code wasn't listed		Ginger Hubacek Business Analyst
1.4	Updated Country Code section to reflect an n/a where codes no longer were in effect or also clarified the "Notes" where needed.		Ginger Hubacek Business Analyst
1.4	Updated Entry and exit Dates by deleting them.	Dates were causing fatal errors. Deletions made with lines through entry for tracking purposes	Ginger Hubacek Business Analyst
1.4	Changed Exit Date to 12/05/79 for British Antarctic (BQ) in Country Code section	Exit Date: 12/05/89	Helen Hugo (QA), Venkat Maddipatla (SAIS Developer)
1.4	Changed Entry Date to 01/01/74 Cape Verde (CV) in Country Code section	Entry Date: 12/3/99	Helen Hugo (QA), Venkat Maddipatla (SAIS Developer)
1.4	Changed Entry Date to 01/01/74 for Kenya (KE) in Country Code section	Entry Date: 12/3/99	Helen Hugo (QA), Venkat Maddipatla (SAIS Developer)
1.4	Changed Entry Date to 01/01/74 for Maldives (MV) in Country Code section	Entry Date: 12/3/99	Helen Hugo (QA), Venkat Maddipatla (SAIS Developer)
1.4	Changed Entry Date to 01/01/74 for Morocco (MA) in Country Code section	Entry Date: 12/3/99	Helen Hugo (QA), Venkat Maddipatla (SAIS Developer)
1.4	Changed Entry Date to 01/01/88 for Western Sahara in Country Code section	Entry Date: 12/31/88	Helen Hugo (QA), Venkat Maddipatla (SAIS Developer)
1.4	Changed Entry Date to 01/01/74 for Yugoslavia (YU) in Country Code section	Entry Date: 7/28/93	Helen Hugo (QA), Venkat Maddipatla (SAIS Developer)
1.4	Needs: Synchronized table of Needs and their Need Groups with Table 1 Need groups, Needs, and Programs/Services in the Membership Transactions: Needs requirements document, section Introduction to Needs . <ul style="list-style-type: none"> • Gifted need group renamed "Giftedness" • Math need in the Giftedness need group renamed to "Quantitative (Math) Giftedness" • Language Arts (Verbal) need appended with "Giftedness" • Social need group eliminated; its needs were moved to the Economic Disadvantage need group • "Emergency Immigrant" need renamed to "Immigrant" and moved from Behavioral Disadvantage to Economic Disadvantage • new need group added: Academic Disadvantage, with 3 new needs Math, Language Arts (reading and/or writing), and Science 	changes made to the table in the Needs document were not included here.	Janice McGoldrick, SAIS Requirements Lead

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7/12/2001 Version 1.3 published.

ver	new information	old information	source
1.3	All sections: Added footer explaining the purpose of the values in column "Code in SAIS database": this is for ADE use only on the SAIS database itself	purpose was not made clear in previous versions	Janice McGoldrick, SAIS Requirements Lead
1.3	All sections: Added previously omitted values for each cell in column "Code in SAIS database"	some values omitted from previous versions	SAIS developers
1.3	About This Document: Synchronized Change Management procedures with other SAIS documents. Updated SIAS Project Manager contact name and email address. Added section on Document References.	new information was not added to this document	Janice McGoldrick, SAIS Requirements Lead
1.3	Assessment Methods and Assessment Result Codes: Added explanation "Assessments are not included in the first release of SAIS. This element will not be used until further notice."	previously, these elements were intended for use in the language area of Needs	Katie Stevens, ADE's Academic Services Division
1.3	Country: Updated all codes according to ISO 3166 standards as of 6/5/2001. Added column for full country name according to ISO 3166; changed column "Description" to "Short Name" for holding the common or short country name. Added column for entry date and exit date for countries that ISO no longer officially recognizes. Added column for country full name. Removed all values in "Code in SAIS Database" cells: these values, for internal SAIS use only, will be updated when they are assigned in a new SAIS table.	previous information was accurate as of 8/21/2000; previous "Code in SAIS Database" values were valid for the prior SAIS table	Venkat Maddipatla, SAIS Developer
1.3	English Acquisition Programs: Effective FY 2001-02, programs offered are Bilingual Education with a Waiver and Structured English Immersion.	previous programs offered were: Transitional Bilingual; Secondary Bilingual; Bilingual/Bicultural; English as a Second Language; Individual Education Program; and Individual Education Program, requested by parents.)	Katie Stevens, ADE's Academic Services Division
1.3	Ethnicity: Identified the source of the ethnicity codes.	previously did not state the source of this information	Janice McGoldrick, SAIS Requirements Lead
1.3	Grade: Added abbreviation for IEP	previously did not show the abbreviation.	Janice McGoldrick, SAIS Requirements Lead
1.3	Grade Exit: Added code value for "withdrawal." It is only for SAIS internal use, never to be used on a submitted transaction.	previously did not publish the code.	Janice McGoldrick, SAIS Requirements Lead, Juan Reza, SAIS Development Lead
1.3	Home Language: Name of language code 26 changed from "Yugoslavia" to "Serbo-Croatian".	previously did not show the cross-reference	John Hicinbotham, Academic Services Dept.

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ver	new information	old information	source
1.3	Supplementary Program/Services (DRAFT ONLY): Added new program names, fixed other program names.	previously listed older program names	John Hicinbotham, Academic Services Dept.

2/14/2001 Version 1.2 published.

ver	new information	old information	source
1.2	Contacts: Fixed hyperlink to project contact.	hyperlink pointed to wrong email address	error correction
1.2	Activity: Fixed descriptions to match those set by ADE's Research & Evaluation unit; re-added ET to Enrollment codes.	had old descriptions; ET had been omitted	updated information
1.2	Absence Reason: Removed all but "excused" and "unexcused". Absence reasons will be expanded later when SAIS incorporates Absence Approvals processing.	eliminated Illness including chronic illness and accident, Vacation, Out of school suspension, Adverse weather conditions, Concerted refusal to attend	updated information
1.2	Country: Brought country names, abbreviations, and descriptions up to ISO standards. Added note that in the next version, country codes will be expanded to include countries no longer recognized by ISO but which could have been countries of birth for SAIS students (e.g., the USSR).	old names, abbreviations, descriptions not to ISO standards	updated information
1.2	States: Added explanation of where these codes originated. Fixed explanations of codes AA and AE specifically to exclude and include Canada, respectively	Canada had been omitted.	updated information
1.2	Tuition Payer: Combined "No tuition charged" with "Privately Paid" into "Privately paid tuition OR no tuition charged". Combined all other entries into "All others".	Eliminated Tuition paid by Arizona, Tuition paid by state other than Arizona. These can be determined in context with other elements on the membership.	redesign

12/7/2000 Version 1.1 published

ver	new information	old information	source
1.1	All codes in column "Code in transaction" left-adjusted to more accurately illustrate the value of the code as it should appear in submitted transactions.	formatting made usage of submitted values unclear	enhanced readability
1.1	Contacts: Changed project contact to generic group address.	Contact was an individual	improved support responsiveness
1.1	Activity: New codes added in all categories. Assigned Code in SAIS database to new elements.	AIMS-related codes did not previously exist.	updated information

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ver	new information	old information	source
1.1	Enrollment Type: Element deleted. This information can be determined from enrollment Activity Code (E1 and E12 = "continuous"; E2-11 and E13-16 = "new"; ER, ET = a Grade Transfer transaction).	previously used on Student Enrollment, Student Readmission, and Student Membership Change transactions	redundant element
1.1	Special Education Services: Code description depends upon the grade identified for a special education student. New descriptions added for codes when grade = preschool.	preschool services were missing	error correction
1.1	States: Matched State Codes to USPS-defined entries for states and territories of the USA. Fixed state code for Arkansas to AR. Added military state categories: Armed Forces Africa, Canada, Europe, Middle East; Armed Forces Americas (except Canada); Armed Forces Pacific.	Arkansas was listed as AS. Military state categories were not listed.	updated information
1.1	Tuition Payer: New code (5) added for Tuition paid by state other than Arizona.	none: new code	updated information
1.1	Withdrawal Reason: Removed from document. While initially intended to be collected for withdrawals with Activity Codes, which add into the dropout count, this element will not be collected by SAIS.	This element was identified in the NCES Student Data Handbook (item 1120 Discontinuing Schooling Reason) as a non-essential element that describes the primary reason for which a student discontinued schooling or left school before graduation or matriculation.	design change

11/15/2000 Version 1.0 published

September, 1999 First Draft published

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About This Document

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Contacts

For comments, corrections, or other information about this document, contact the ADE MIS Department at ADEsupport@ade.az.gov. Please provide the following information:

- In the "Subject" line of the email, type "ADE MIS document inquiry."
- In the body of the email:
 - the system name and document name (from the document's header)
 - the document's last updated date (from the document's footer)
 - the purpose of your inquiry
 - your identifying information:
 - your name
 - your district name and CTD, or school name and CTDS, or your company name
 - your contact email address (because the email will be forwarded when it reaches ADE)

Document References

The SAIS system is described in detail on ADE's main SAIS website, at <http://www.ade.state.az.us/sais/>.

Other related information, including those items referred to in this document, can be found at another ADE website at <http://www.ade.state.az.us/sais/saisdbdocs.asp>.

Document Distribution / Postings

Notification of the updated to this document will be made to the following:

- all Student Management System vendors participating in the SAIS project
- all Arizona school district IT contacts

The updated document will be posted on ADE's SAIS Design/Requirements Documents website: (<http://www.ade.state.az.us/sais/saisdbdocs.asp>).

Document Filename

This document is stored at ADE with the filename Data Transaction Code Values.doc.

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Code Values

This document concerns all SAIS elements that are defined as having the data type of code (C). This document translates the codes that will be included in the SAIS transactions submitted to ADE into their corresponding codes that will be stored on the SAIS database.

For further information about data types, see section **Submission File Format Definition; Internal File Structure Definition: Delimiters & Data Types** in any Transaction Requirements document (Overview, Membership, or Needs).

Absence Amount

Transaction **Student Absence**; Element name **Absence Amount**
(Source Table: SaisLookupCodes; Section: 204)

Absence Amounts are identical to Student Membership FTE, since attendance is measured in quarter-day increments.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
0.25	2498	student was absent for the equivalent of one-fourth of a full school day	
0.50	2499	student was absent for the equivalent of one half of a full school day	
0.75	2500	student was absent for the equivalent of three-fourths of a full school day	
1.00	2501	student was absent for the equivalent of one full school day	

Absence Reason

Transaction **Student Absence**; Element name **Absence Reason Code**
(Source Table: SaisLookupCodes; Section: 1)

Currently, the valid absence reasons are those that effect funding as identified in Arizona statute.

Absence Reasons will be expanded in a later release of SAIS which incorporates Absence Approvals processing.

Code in transaction	Code in SAIS database ¹	Short Description	Effective Dates ²
1	1	Excused	
2	2	Unexcused	

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Activity (Enrollment, Withdrawal, Readmission, Year End Status, Summer Activity)Transaction **Student Enrollment**; Element name **Activity Code**Transaction **Student Membership Change**; Element name **Enrollment Activity Code**Transaction **Student Withdrawal**; Element name **Activity Code**Transaction **Student Year End Status**; Element name **Year End Status Code**Transaction **Student Summer Withdrawal**; Element name **Activity Code (Summer Activity Code)**

Activity Codes and their descriptions are set by ADE's Research and Evaluation Department.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
Enrollment Activity Codes (Source Table: SaisLookupCodes; Section: 2)				
E1	23	First Arizona enrollment this school year for student returning to this school	Student entering Arizona public school for the first time this school year; last school attended was this school.	
E2	24	First Arizona enrollment this school year for student from another school in this district	Student entering Arizona public school for the first time this school year; last school attended was another school within this district.	
E3	25	First Arizona enrollment this school year for student from another district	Student entering Arizona public school for the first time this school year; last school attended was outside this district but within the state of Arizona (includes all other options such as not enrolled in any school the prior year, or enrolled in a private school the prior year).	
E4	26	NOT the first Arizona enrollment this school year for student from another district	Student entering this school who was previously enrolled this year in another Arizona public school outside the district.	
E5	27	NOT the first Arizona enrollment this school year for student from another school in this district	Student entering this school who was previously enrolled this year in another Arizona public school within the district.	
E6	2913	First Arizona enrollment this school year for student from another state	Student entering Arizona public school for the first time this year; last school attended was outside the state of Arizona	
E7	2914	First Arizona enrollment this school year for student from another school in this district and who was previously coded as a dropout	Student entering Arizona public school for the first time this school year; was coded by previous school as a dropout (W5); last school attended was another school within this district	

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Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
E8	2915	First Arizona enrollment this school year for student from another district and who was previously coded as a dropout	Student entering Arizona public school for the first time this school year; was coded by previous school as a dropout (W5); last school attended was outside this district but within the state of Arizona	
E9	2916	NOT the first Arizona enrollment this school year for student from another school in this district and who was previously coded this school year as a dropout	Student entering this school who was previously coded this school year in another Arizona public school as a dropout (W5); last school attended was within this district.	
E10	2917	NOT the first Arizona enrollment this school year for student from another district and who was previously coded as a dropout	Student entering this school who was previously coded this school year in another Arizona public school as a dropout (W5); last school attended was outside this district but within the state of Arizona	
E11	2918	First Arizona enrollment this school year for home taught student	Student entering Arizona public school for the first time this school year; in most recent schooling, student was home taught in the state of Arizona.	
E12	2919	Enrollment for a fifth year student returning to this school for the first time this year; has NOT received a passing score on AIMS	Student entering this school for the first time this school year who has NOT received a passing score on the AIMS test; last school attended was this school (applies to fifth year students ONLY, see State Board of Education rules to determine Class Cohort).	
E13	2920	Enrollment for a fifth year student to this school for the first time this year; last school was another school within this district; student has NOT received a passing score on AIMS	Student entering this school for the first time this school year who has NOT received a passing score on the AIMS test; last school attended was another school within this district (applies to fifth year students ONLY, see State Board of Education rules to determine Class Cohort).	
E14	2921	Enrollment for a fifth year student to this school for the first time this year; last school was an Arizona school outside this district; student has NOT received a passing score on AIMS	Student entering this school for the first time this school year who has NOT received a passing score on the AIMS test; last school attended was outside this district but within the state of Arizona (applies to fifth year students ONLY, see State Board of Education rules to determine Class Cohort).	

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Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
E15	2923	First Arizona enrollment this school year for student whose previous school was an Arizona detention facility	Student entering Arizona public school for the first time this school year; last school attended was a detention facility within the state of Arizona.	
E16	2924	NOT the first Arizona enrollment this school year for student whose previous school was an Arizona detention facility	Student entering this school who was previously enrolled this school year in a detention facility within the state of Arizona.	
EK	3351	Student transferred from one calendar track within the same school.	Transferred from another calendar track within the same school before scheduled end of school year.	FY 2005 to present
ER	28	CODE NOT VALID IN SAIS	<i>In the past, this was used to denote that a student transferred to a different register in the same grade in the same school. This activity is accomplished now using the Student Grade Transfer transaction.</i>	
ET	29	<i>Student transferred from another grade within the same school.</i>	<i>Transferred from another grade within the school before scheduled end of school year. This activity is accomplished now using the Student Grade Transfer transaction. SAIS will translate the Grade Transfers into WT/ET activities when creating the Year End Enrollment report.</i>	
Withdrawal Activity Codes (Source Table: SaisLookupCodes; Section: 211)				
W1	13	Transfer to another school	Withdrawn before scheduled end of school year to continue studies in another school, to be home taught, or to attend as a full-time post-secondary student.	
W2	14	Illness	Withdrawn before scheduled end of school year due to chronic illness (withdrawal may not be required; refer to district's chronic illness policy)	
W3	15	Expelled or long term suspension	Expelled or suspended on a long term basis before scheduled end of school year	
W4	16	Absence or status unknown	Withdrawn before scheduled end of school year for 10 consecutive days of unexcused absence, status or location is unknown to the school or school district.	
W5	17	Dropout	School received verification that student has withdrawn from school before scheduled end of school year; student does not intend to complete requirements for a high school diploma.	

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Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
W6	18	Age	Withdrawn before scheduled end of school year because student is not of school age (under 6 or over 21 years of age).	
W7	19	Graduated	Student has completed course of study requirements for high school and received a passing score on the AIMS test (applies to mid-year graduates in grades 11 or 12). Graduates are issued a high school diploma by the school district.	
W8	20	Deceased	Student died before scheduled end of school year	
W9	3038	Transfer to be home taught	Student withdrawn before scheduled end of school year to be taught at home.	
W10	3039	Transfer to detention	Withdrawn before scheduled end of school year because student was transferred to a state detention or correctional facility.	
W11	3040	GED	Student withdrew before scheduled end of school year expressly for the purpose of obtaining a GED. Students of high school age must withdraw to take the GED test. Verbal notification at the time of withdrawal is sufficient to apply the W11 code.	
W12	3041	Vocational school	Student withdrew before scheduled end of school year to continue studies at a technical or vocational school; this includes ALL schools or education programs that DO NOT meet Arizona requirements for obtaining a high school diploma. Verbal notification from a responsible adult is sufficient to apply the W12 code.	
W13	3042	Completed (AIMS)	Student has completed course of study requirements for high school or Individual Education Plan but DID NOT receive a passing score on the AIMS test (applies to mid-year completers). Completers have concluded their high school education and are not expected to re-enroll.	
WC		CODE NOT VALID IN SAIS	<i>This code was used to identify a student who completed course requirements but who withdrew before the end of the school year without graduating. It was replaced with code W13.</i>	
WK	3352	Student transferred to one calendar track within the same school.	Transferred to another calendar track within the same school before scheduled end of school year.	FY 2005 to present

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Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
WR	3109	CODE NOT VALID IN SAIS	<i>In the past, this was used to denote that a student transferred to a different register in the same grade in the same school. This activity is accomplished now using the Student Grade Transfer transaction.</i>	
WT	22	<i>Transferred. Student transferred to another grade within the school.</i>	<i>Transferred to another grade within the school before scheduled end of school year. This activity is accomplished now using the Student Grade Transfer transaction. SAIS will translate the Grade Transfers into WT/ET activities when creating the Year End Enrollment report.</i>	
Readmission Activity Codes (Source Table: SaisLookupCodes; Section: 209)				
R1	30	Readmission after a W1	Student re-entering after withdrawing from this school as a W1	
R2	31	Readmission after a W2	Student re-entering after withdrawing from this school as a W2	
R3	32	Readmission after a W3	Student re-entering after withdrawing from this school as a W3	
R4	33	Readmission after a W4	Student re-entering after withdrawing from this school as a W4	
R5	34	Readmission after a W5	Student re-entering after withdrawing from this school as a W5	
R6	35	Readmission after a W6	Student re-entering after withdrawing from this school as a W6	
R7	1234		Student Grade Reassignment	
R9	2924	Readmission after a W9	Student re-entering after withdrawing from this school as a W9	
R10	2925	Readmission after a W10	Student re-entering after withdrawing from this school as a W10	
R11	2926	Readmission after a W11	Student re-entering after withdrawing from this school as a W11	
R12	2929	Readmission after a W12	Student re-entering after withdrawing from this school as a W12	
Year End Status Codes (Source Table: SaisLookupCodes; Section: 274)				
G	3046	Graduated at year end	Student either (a) completed course of study requirements and received a passing score on the AIMS test ; or (b) completed Individual Education Plan requirements and received a passing score on the AIMS test (used only in grades 11 or 12). Graduates are issued high school diplomas from the school district. ⁺	

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
C	3047	Completed course of study at year end	Student either (a) completed course of study requirements but DID NOT receive a passing score on the AIMS test, (b) or completed Individual Education Plan requirements but DID NOT receive a passing score on the AIMS test (used only in grades 11 or 12). Completers have concluded their high school education and are not expected to re-enroll. ⁺ *	
A	3048	Attended - Concluded high school education and not expected to reenroll	Student (a) NEITHER met course study requirements or Individual Education Plan NOR received a passing score on the AIMS test; or (b) turned 22 years of age, or (c) was a twelfth grade foreign exchange student (used only in grades 11 or 12). Attendees have concluded their high school education and are not expected to re-enroll. ⁺ *	
SA	3049	Still Enrolled (AIMS)	Student is still enrolled because student (a) fulfilled course of study requirements but DID NOT receive a passing score on the AIMS test, or (b) completed Individual Education Plan requirements but DID NOT receive a passing score on the AIMS test (used only in grade 12). ⁺	
SC	3050	Still Enrolled (Course Study Requirements)	Student is still enrolled because the student either (a) DID NOT meet course of study requirements for graduation but received a passing score on the AIMS test, or (b) DID NOT complete Individual Education Plan but received a passing score on the AIMS test (used only in grade 12). ⁺	
SE	3051	Still Enrolled (Met No Requirements)	Student is still enrolled because student (a) NEITHER met course study requirements NOR received a passing score on the AIMS test, or (b) NEITHER completed Individual Education Plan NOR received a passing score on the AIMS test (used only in grade 12). ⁺	
P	3052	Promoted	Student was promoted to the next grade (used in all grade levels except grade 12).	
R	3053	Retained	Student was retained in the same grade.	

⁺ All changes related to the AIMS test will be collected beginning with the Graduating Cohort Class of 2002.

* Currently, there is NOT an official policy on completers or attendees. The definitions in this document will be revised to reflect State Board of Education policies, once established.

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
Summer Activity Codes (Source Table: SaisLookupCodes; Section: 210)				
S1	5	Summer transfer – out of district	Student transferred out of this school district during the summer.	
S2	6	Summer illness	Student will not be returning to school due to illness during the summer. (same criteria as W2)	
S3	7	Summer expulsion	Student will not be returning to school due to expulsion during the summer. (same criteria as W3)	
S4	8	Summer absence or status unknown	Students who are enrolled at the end of the prior school year but fail to show at any time during the next school year and whose status or location is unknown to the school or school district.	
S5	9	Summer dropout	Student dropped out during the summer. (same criteria as W5)	
S6	10	Summer not of school age	Student is not of school age during the summer. (same criteria as W6)	
S7	11	Summer early graduation	Student met course of study requirements and received a passing score on the AIMS test. (same criteria as W7). Valid for only grades 11 or 12.	
S8	12	Summer deceased	Student died during the summer. (same criteria as W8)	
S9	2901	Summer transfer - home taught	Student became home taught during the summer. (same criteria as W9)	
S10	2902	Summer transfer - detention	Withdrawn because student was transferred to a state detention or correctional facility during the summer. (same criteria as W10)	
S11	2903	Summer GED	Student withdrew to receive a GED certificate during the summer. (same criteria as W11)	
S12	2904	Summer transfer - vocational school	Student withdrew to attend a vocational school during the summer. (same criteria as W12)	
S13	2905	Summer completer	Student met course study requirements during the summer but DID NOT receive a passing score on the AIMS test. (same criteria as W11)	
S99	3113	Summer transfer – within district	Student transferred to another school within this district during the summer. (Criteria: none.)	

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3. For internal ADE use only. This is the code used in the actual data table.

Assessment Methods

Transaction **Student Assessment**; Element name **Assessment Code**

Transaction **Language Program Participation**; Element name **Assessment Code**

(Source Table: EnLookupCodes; Section: 116)

The Assessment Methods are determined by ADE's Academic Achievement Department.

Code in transaction	Code in SAIS database ¹	Short Description	Effective Dates ²
1	1442	IDEA Proficiency Test (IPT)	FY2001 through FY2005 1.
2	1443	Language Assessment Scales (LAS)	FY2001 through FY2005 1.
3	1444	Woodcock-Munoz Language Survey (WMLS)	FY2001 through FY2005 1.
4	1445	Woodcock Language Proficiency Battery-Revised (WLPB-R)	FY2001 through FY2005 1.
5	3350	Arizona Language Assessment – Oral	FY2005 to present 2., 3
6	3351	Arizona Language Assessment – Reading	FY2005 to present 2.
7	3352	Arizona Language Assessment – Writing	FY2005 to present 2.

Notes:

1. Assessment Methods with code values 1, 2, 3, and 4, will continue to be permitted in SAIS during FY05 for Assessment transactions with an Assessment Date which falls in FY04, but will be disallowed if the Assessment Date is in FY05.
2. Assessment Methods with code values 5, 6, and 7 will only be permitted if the Assessment Date on the transaction is in FY05 or beyond.
3. Assessment Method codes 5, 6, and 7 (Arizona Language Assessment) must be the codes selected for an assessment transaction with an Assessment Result code of 6 (Continuing FEP).

Assessment Proficiency Level

Transaction **Student Assessment**; Element name

(Source Table: EnLookupCodes; Section: @@)

These values are determined from the Harcourt Rapid Report.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
PE	TBD	Pre-Emergent	FY2006 to present
E	TBD	Emergent	FY2006 to present
B	TBD	Basic	FY2006 to present
I	TBD	Intermediate	FY2006 to present
P	TBD	Proficient	FY2006 to present

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² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³. For internal ADE use only. This is the code used in the actual data table.

Overall Assessment Result

Transaction **Student Assessment**; Element name **Assessment Result Code**

Transaction **Language Program Participation**; Element name **Assessment Result Code**

(Source Table: EnLookupCodes; Section: 61)

The Assessment Results are identified by ADE's Academic Services Department.

Code in transaction	Code in SAIS database ¹	Short Description	Long Description	Effective Dates ²
1	830	New English Language Learner (New ELL)	The overall result of this assessment qualifies the student to be eligible to participate in an ELL program for the first time in Arizona. <i>Note:</i> A student should only be classified as a New ELL in Arizona one time.	
2	831	Continuing English Language Learner (Continuing ELL)	The overall result of this assessment qualifies the student to continue to be eligible to participate in an ELL program. This is not the first assessment that shows the student to be eligible to participate in an ELL program and the student has never been Reclassified FEP by an assessment in Arizona.	
3	832	Reclassified Fluent English Proficient (Reclassified FEP)	The overall result of this assessment shows the ELL student to be proficient. This student previously participated in an ELL program.	
4	833	Initial Fluent English Proficient (Initial FEP)	The overall result of this assessment shows the student to be proficient. This student has never participated in an ELL program in Arizona.	
5	834	ELL After Reclassification (ELLAR)	The overall result of this assessment qualifies the student to be eligible to participate in an ELL program again. This student was previously Reclassified FEP in Arizona.	
6	3353	Continuing Fluent English Proficient (Continuing FEP)	This student was previously Reclassified FEP by assessment and is being monitored. <i>Note:</i> Students must be monitored for two years after being Reclassified FEP.	FY2005 TO PRESENT 1.

Notes:

1. Assessment transactions with an Overall Assessment Result code of 6 (Continuing FEP) are permissible with an "add", "change", or "delete" operation code.

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Assessment Scaled Score

Transaction **Student Assessment**; Element names **Oral - Assessment Score, Reading - Assessment Score, Writing - Assessment Score, Overall Total Composite Scaled Score**

(Source Table: @@; Section: @@)

Code in transaction	Code in SAIS database ¹	Short Description	Long Description	Effective Dates ²
100 - 997		Assessment Scaled Score	Allowable range for submitted Assessment scores (also see 998 and 999)	FY 2006
998		Assessment Score – did not attempt	indicates the student did not attempt to complete assessment sub-test	FY 2006
999		Assessment Scaled Score – Continuing FEP	indicates a student in Continuing FEP status. Submitting this information to SAIS is optional. SAIS will track Continuing FEP students internally	FY 2006

Country

Transaction **Student Enrollment**; Element name **Country of Birth Code**

Transaction **Student Personal Information**; Element name **Country of Birth Code**

(Source Table: SdCountryCodes)

The SAIS Country Codes are from the same source that is quoted in the NCES Student Data Handbook. This source is the Deutsches Institut für Normung e. V. (DIN), which manages the International Standards Organization (ISO) standards. The institute's list states the **country names** (official short names in **ENGLISH**) in alphabetical order as given in ISO 3166-1 **and** the corresponding **ISO 3166-1-Alpha-2 code elements**. This list is updated annually to synchronize with the official code list in ISO 3166-1 that is maintained by the ISO 3166 Maintenance Agency. Values reflected in the current version are those posted on the ISO 3166 website as of January 2004. It lists official short names and code elements.

For ease of use, some cross-references are provided below for common or former country names that are not ISO standard but that do have a valid corresponding entry in the ISO standards (e.g., the entry for "Upper Volta, now Burkina Faso").

Links to the official ISO pages can be found at <http://www.iso.ch/iso/en/ISOOnline.frontpage>. By searching on "country codes" one can find links to the current list of country names and country codes, available for database import in various data formats.

Note: Since this element is used to indicate a student's date of birth, by definition it must include each country in which a student in SAIS could have been born. In other words, this table includes not only countries currently recognized by ISO, but also those countries previously recognized by ISO and which are nevertheless eligible to have been countries of birth for students reported to the SAIS database (e.g., the USSR). Therefore, this table includes countries that have been valid at some point in the last 22 years.

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(Since ISO unfortunately recycles country codes after a country is no longer recognized, duplicate codes may exist. It is SAIS's policy to let the new ISO assignment stand and to reassign the no-longer-recognized country with a different arbitrary unused code.)

NOTE: "n/a" in the "Code in transaction" column means that the code for this country is listed under another country name, which is shown in the "Notes" column

Code in transaction the ISO 2-character country code	Code in SAIS data-base ¹	Short Name	Full Name	Notes	Effective Dates ²
AF	92	Afghanistan	The Transitional Islamic State of Afghanistan	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	
AX	TBD	Åland Islands	Åland Islands	Formerly Islamic State of Afghanistan. Added in ISO 3166-1 NEWSLETTER No. V-10 dated 2004-04-26.	FY2006
AL	95	Albania	Albania, People's Socialist Republic of		
DZ	150	Algeria	Algeria, People's Democratic Republic of		
AS	101	American Samoa	American Samoa	see also Samoa	
AD	90	Andorra	Andorra, Principality of		
AO	98	Angola	Angola, , Republic of		
AI	94	Anguilla	Anguilla	Was originally a British dependency along with St. Kitts and Nevis. Became a separate British dependency in 12/19/80.	
AQ	99	Antarctica	Antarctica (the territory South of 60 deg S)	also incorporates the former British Antarctic Territory, Dronning Maud Land, and part of French Southern and Antarctic Territories (now split between AQ and TF)	
AG	93	Antigua and Barbuda	Antigua and Barbuda		
AR	100	Argentina	Argentine Republic		
AM	96	Armenia	Armenia		
AW	104	Aruba	Aruba		
AU	103	Australia	Australia, Commonwealth of		
AT	102	Austria	Austria, Republic of		
AZ	105	Azerbaijan	Republic of Azerbaijan	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	
BS	119	Bahamas	Bahamas, Commonwealth of the		
BH	112	Bahrain	Kingdom of Bahrain	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	
BD	108	Bangladesh	Bangladesh, People's Republic of		
BB	107	Barbados	Barbados		

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Code in transaction the ISO 2-character country code	Code in SAIS data-base ¹	Short Name	Full Name	Notes	Effective Dates ²
BY	124	Belarus	Belarus	previously called Byelorussian Soviet Socialist Republic	
BE	109	Belgium	Belgium, Kingdom of		
BZ	125	Belize	Belize		
BJ	114	Benin	Benin, People's Republic of	previously called Dahomey	
BM	115	Bermuda	Bermuda		
BT	120	Bhutan	Bhutan, Kingdom of		
BO	117	Bolivia	Bolivia, Republic of		
BA	106	Bosnia and Herzegovina	Republic of Bosnia and Herzegovina	formerly part of Yugoslavia, Federal Republic of; Change in full name per ISO Newsletter 3166-1; No. V-4; dated 2002-05-20	
BW	123	Botswana	Botswana, Republic of		
BV	122	Bouvet Island	Bouvet Island	also called Bouvetoya	
BR	118	Brazil	Brazil, Federative Republic of		
BQ	3087	British Antarctic Territory	British Antarctic Territory	incorporated into Antarctica	
IO	193	British Indian Ocean Territory	British Indian Ocean Territory	also called-Chagos Archipelago	
BN	116	Brunei Darussalam	Brunei Darussalam		
BG	111	Bulgaria	Bulgaria, People's Republic of		
BF	110	Burkina Faso	Burkina Faso	formerly Upper Volta, Republic of	
BU	121	Burma	Burma, Socialist Republic of the Union of	now Myanmar	
BI	113	Burundi	Burundi, Republic of		
KH	203	Cambodia	Cambodia, Kingdom of	formerly Khmer Republic / Democratic Kampuchea	
CM	134	Cameroon	Cameroon, United Republic of		
CA	126	Canada	Canada		
CT	3088	Canton & Enderbury Islands	Canton & Enderbury Islands	incorporated into Kiribati.	
CV	140	Cape Verde	Cape Verde, Republic of		
KY	210	Cayman Islands	Cayman Islands		
CF	128	Central African Republic	Central African Republic		

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Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
TD	296	Chad	Chad, Republic of		
CL	133	Chile	Chile, Republic of		
CN	135	China	China, People's Republic of		
CX	141	Christmas Island	Christmas Island		
CC	127	Cocos (Keeling) Islands	Cocos (Keeling) Islands		
CO	136	Colombia	Colombia, Republic of		
KM	205	Comoros	Union of the Comoros	Full-name change per ISO Newsletter 3166-1; No. V-7; dated 2003-01-14	
CG	129	Congo	Congo, People's Republic of		
CD	3084	Congo, Democratic Republic of the	Congo, Democratic Republic of the	formerly Zaire, Republic of	
CK	132	Cook Islands	Cook Islands		
CR	137	Costa Rica	Costa Rica, Republic of		
CI	TBD	Côte d'Ivoire	Côte d'Ivoire	see Ivory Coast-	FY2006
HR	186	Hrvatska (Croatia)	Hrvatska (Croatia)	formerly part of Yugoslavia, Socialist Federal Republic of	
CU	139	Cuba	Cuba, Republic of		
CY	142	Cyprus	Cyprus, Republic of		
CZ	143	Czech Republic	Czech Republic	formerly Czechoslovakia, Czechoslovak Socialist Republic	
n/a		Czechoslovakia	Czechoslovakia	Divided into Czech Republic (CZ) and Slovak Republic (SK).	
DY	3089	Dahomey	Dahomey	now called Benin, People's Republic of	
DK	147	Denmark	Denmark, Kingdom of		
DJ	146	Djibouti	Djibouti, Republic of	was French Afars and Issas	
DM	148	Dominica	Dominica, Commonwealth of		
DO	149	Dominican Republic	Dominican Republic		
NQ	3090	Dronning Maud Land	Dronning Maud Land	incorporated into Antarctica	
TP	305	East Timor	East Timor	was Portuguese Timor; East Timor was removed from usage on the ISO-3166 listing per Newsletter 3166-3, No. I-1, dated 2002-11-15; see Timor-Leste	
EC	151	Ecuador	Ecuador, Republic of		
EG	153	Egypt	Egypt, Arab Republic of		

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Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
SV	292	El Salvador	El Salvador, Republic of		
n/a		England		see United Kingdom	
GQ	176	Equatorial Guinea	Equatorial Guinea, Republic of		
ER	155	Eritrea	Eritrea	At last publication on 6/5/2001 ISO classified this as "formerly Ethiopia". As of 1/2005 ISO holds that Eritrea is considered a province of Ethiopia, but Ethiopia is currently in a border dispute requiring UN Peacekeeping forces.	
EE	152	Estonia	Estonia		
ET	157	Ethiopia	Ethiopia	At last publication on 6/5/2001 ISO considered this to be changed to Eritrea; however, as of 1/2005 the Ethiopia country code is still in use; border dispute with Eritrea pending resolution.	re-introduced FY2005
FO	162	Faroe Islands	Faroe Islands	formerly "Faeroe" Islands	spelling changed FY2005
FK	160	Falkland Islands (Malvinas)	Falkland Islands (Malvinas)	incorporates South Georgia and the South Sandwich Islands 7/23/93	
FJ	159	Fiji	Republic of the Fiji Islands	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	
FI	158	Finland	Finland, Republic of		
FR	163	France	France, French Republic		
FX	164	France, Metropolitan	France, Metropolitan	see France	
n/a		French Afars and Issas	French Afars and Issas	now Djibouti, Republic of.	
GF	169	French Guiana	French Guiana		
PF	259	French Polynesia	French Polynesia		
TF	297	French Southern Territories	French Southern Territories	formerly French Southern and Antarctic Territories, now split between AQ and TF)	
FQ	3091	French Southern and Antarctic Territories	French Southern and Antarctic Territories (now split between AQ and TF)	incorporated into Antarctica (AQ), French Southern (TF) and Antarctic Territories (AQ)	
GA	165	Gabon	Gabon	also called Gabonese Republic	
GM	173	Gambia	Gambia, Republic of the		
GE	168	Georgia	Georgia		

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Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
DD	144	German Democratic Republic	German Democratic Republic	now Germany; formerly commonly referred to as "East Germany"; GDR was unified into Germany in 1990. .	
DE	145	Germany	Germany	East and West Germany unified into Germany	
n/a		Federal Republic of Germany	Federal Republic of Germany	now Germany; formerly commonly referred to as "West Germany" from 1949 to 1960, as FRG from 1960 to 1990; became unified Germany in 1990. .	
GH	170	Ghana	Ghana, Republic of		
GI	171	Gibraltar	Gibraltar		
n/a		Gilbert & Ellice Islands	Gilbert & Ellice Islands	Islands split dependency. Gilbert became Kiribati (KI) Ellice became Tuvalu (TV).	
GR	177	Greece	Greece, Hellenic Republic		
GL	172	Greenland	Greenland		
GD	167	Grenada	Grenada		
GP	175	Guadeloupe	Guadeloupe		
GU	180	Guam	Guam		
GT	179	Guatemala	Guatemala, Republic of		
GN	174	Guinea	Guinea, Revolutionary People's Rep'c of		
GW	181	Guinea-Bissau	Guinea-Bissau, Republic of	was Portuguese Guinea	
GY	182	Guyana	Guyana, republic of		
HT	187	Haiti	Haiti, Republic of		
HM	184	Heard Island and McDonald Islands	Heard Island and McDonald Islands		
VA	317	Holy See (Vatican City State)	Holy See (Vatican City State)	formerly Vatican City State (Holy See)	
HN	185	Honduras	Honduras, Republic of		
HK	183	Hong Kong	Hong Kong Special Administrative Region of China	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	
HR	186	Hrvatska (Croatia)	Hrvatska (Croatia)	formerly part of Yugoslavia, Socialist Federal Republic of	
HU	188	Hungary	Hungary, Hungarian People's Republic		
IS	196	Iceland	Iceland, Republic of		
IN	192	India	India, Republic of	incorporated Sikkim 1/1/75	
ID	189	Indonesia	Indonesia, Republic of		
IR	195	Iran, Islamic Republic of	Iran, Islamic Republic of		

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3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
IQ	194	Iraq	Iraq, Republic of		
IE	190	Ireland	Irish Republic, the	the Irish Republic; not part of the United Kingdom	
n/a		Ireland, Northern		see United Kingdom	
IL	191	Israel	Israel, State of		
IT	197	Italy	Italy, Italian Republic		
CI	131	Ivory Coast (Côte d'Ivoire)	Ivory Coast (Côte d'Ivoire)	(the ISO English list contains the French spelling)	
JM	198	Jamaica	Jamaica		
JP	200	Japan	Japan		
JT	3092	Johnston Island	Johnston Island	incorporated into United States Minor Outlying Islands	
JO	199	Jordan	Jordan, Hashemite Kingdom of		
KH	203	Cambodia	Cambodia, Kingdom of	now known as Cambodia, Kingdom of. Code remained the same (KH). Formerly Kampuchea (Khmer Republic / Democratic Kampuchea).	
KZ	211	Kazakhstan	Republic of Kazakhstan	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	
KE	201	Kenya	Kenya, Republic of		
KI	204	Kiribati	Republic of Kiribati	formerly Gilbert Islands incorporated Canton & Enderbury Islands, and part of Gilbert & Ellis Islands; Full name changed per ISO Newsletter 3166-1, No. V-4; dated 2002-05-20	
n/a		Korea	Korea	see "Korea, Democratic People's Republic of" or "Korea, Republic of"; Korea split into these 2 countries in 1946-48	
KP	207	Korea, Democratic People's Republic of	Korea, Democratic People's Republic of	commonly referred to as North Korea	
KR	208	Korea, Republic of	Korea, Republic of	commonly referred to as South Korea	
KW	209	Kuwait	Kuwait, State of		
KG	202	Kyrgyzstan	Kyrgyz Republic		
LA	212	Lao People's Democratic Republic	Lao People's Democratic Republic	commonly referred to as Laos	
LV	221	Latvia	Latvia		
LB	213	Lebanon	Lebanese Republic		
LS	218	Lesotho	Lesotho, Kingdom of		
LR	217	Liberia	Liberia, Republic of		
LY	222	Libya	Libyan Arab Jamahiriya		

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2 **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
LI	215	Liechtenstein	Liechtenstein, Principality of		
LT	219	Lithuania	Lithuania		
LU	220	Luxembourg	Luxembourg, Grand Duchy of		
MO	231	Macao	Macao Special Administrative Region of China	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	spelling change FY2005
MK	3082	Macedonia, the Former Yugoslav Republic of	Macedonia, the Former Yugoslav Republic of	formerly part of Yugoslavia, Socialist Federal Republic of	
MG	226	Madagascar	Madagascar, Republic of		
MW	239	Malawi	Malawi, Republic of		
MY	241	Malaysia	Malaysia		
MV	238	Maldives	Maldives, Republic of		
ML	228	Mali	Mali, Republic of		
MT	236	Malta	Malta, Republic of		
MH	227	Marshall Islands	Marshall Islands		
MQ	233	Martinique	Martinique		
MR	234	Mauritania	Mauritania, Islamic Republic of		
MU	237	Mauritius	Mauritius		
YT	328	Mayotte	Mayotte		
MX	240	Mexico	Mexico	also called United Mexican States	
FM	161	Micronesia	Micronesia, Federated States of		
MI	3093	Midway Islands	Midway Islands	incorporated into United States Minor Outlying Islands	
MD	225	Moldova, Republic of	Moldova, Republic of		
MC	224	Monaco	Monaco, Principality of		
MN	3085	Mongolia	Mongolian People's Republic		
MS	235	Montserrat	Montserrat		
MA	223	Morocco	Morocco, Kingdom of		
MZ	242	Mozambique	Mozambique, People's Republic of		
MM	229	Myanmar	Myanmar	formerly Burma, Socialist Republic of the Union of	
NA	243	Namibia	Namibia		
NR	252	Nauru	Nauru, Republic of		
NP	251	Nepal	Nepal, Kingdom of		
NL	249	Netherlands	Netherlands, Kingdom of the		

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2 "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
AN	3086	Netherlands Antilles	Netherlands Antilles		
NT	253	Neutral Zone	Neutral Zone	not an ISO-standard country; formerly between Saudi Arabia & Iraq	
NC	244	New Caledonia	New Caledonia		
NH	3086	New Hebrides	New Hebrides	now Vanuatu	
NZ	255	New Zealand	New Zealand	also called "Aotearoa" in Maori	
NI	248	Nicaragua	Nicaragua, Republic of		
NE	245	Niger	Niger, Republic of the		
NG	247	Nigeria	Nigeria, Federal Republic of		
NU	254	Niue	Republic of Niue	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	
NF	246	Norfolk Island	Norfolk Island		
MP	232	Northern Mariana Islands	Northern Mariana Islands		
NO	250	Norway	Norway, Kingdom of		
OM	256	Oman	Oman, Sultanate of	was Muscat and Oman	
PC	3096	Pacific Islands (trust territory)	Pacific Islands (trust territory)	divided into Micronesia, Marshall Islands, Northern Mariana Islands, and Palau	
PK	262	Pakistan	Pakistan, Islamic Republic of		
PW	268	Palau	Palau		
PS	3083	Palestinian Territory, Occupied	Palestinian Territory, Occupied		
PZ	3097	Panama Canal Zone	Panama Canal Zone	incorporated into Panama, Republic of	
PA	257	Panama, Republic of	Panama, Republic of	incorporated Panama Canal Zone 7/22/93	
PG	260	Papua New Guinea	Papua New Guinea		
PY	269	Paraguay	Paraguay, Republic of		
PE	258	Peru	Peru, Republic of		
PH	261	Philippines	Philippines, Republic of the		
PN	265	Pitcairn Island	Pitcairn Island		
PL	263	Poland	Polish People's Republic		
PT	267	Portugal	Portuguese Republic		
PR	266	Puerto Rico	Puerto Rico		
QA	270	Qatar	Qatar, State of		

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2 **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
RE	271	Reunion (Réunion)	Reunion (Réunion)	sometimes spelled "R'union" (the ISO English list contains the French spelling)	
RO	272	Romania	Romania, Socialist Republic of		
RU	273	Russian Federation	Russian Federation	commonly referred to as Russia; formerly member of the Union of Soviet Socialist Republics (USSR)	
RW	274	Rwanda	Rwandese Republic		
SH	281	Saint Helena	Saint Helena		
KN	206	Saint Kitts and Nevis	Saint Kitts and Nevis	St. Kitts-Nevis-Anguilla (now Saint Kitts and Nevis and Anguilla) 12/31/98	
LC	214	Saint Lucia	Saint Lucia		
PM	264	Saint Pierre and Miquelon	Saint Pierre and Miquelon		
VC	318	Saint Vincent and the Grenadines	Saint Vincent and the Grenadines		
WS	325	Samoa	Samoa, Independent State of Western	formerly Western Samoa	
SM	286	San Marino	San Marino, Republic of		
ST	290	Sao Tome and Principe	Sao Tome and Principe, Democratic Republic of		
SA	275	Saudi Arabia	Saudi Arabia, Kingdom of		
n/a		Scotland		see United Kingdom	
SN	287	Senegal	Senegal, Republic of		
CS	138	Serbia and Montenegro	Serbia & Montenegro	Formerly part of Yugoslavia, Socialist Federal Republic of; Full-name change per ISO Newsletter 3166-1; No. V-8; dated 2003-07-23; added to country code list for FY2005.	FY2005
SC	277	Seychelles	Seychelles, Republic of		
SL	285	Sierra Leone	Sierra Leone, Republic of		
n/a		Sikkim	Sikkim	incorporated into India	
SG	280	Singapore	Singapore, Republic of		
SK	284	Slovakia	Slovak Republic	formerly part of Czechoslovakia, Czechoslovak Socialist Republic	
SI	282	Slovenia	Slovenia	formerly part of Yugoslavia, Socialist Federal Republic of	
SB	276	Solomon Islands	Solomon Islands	was British Solomon Islands	
SO	288	Somalia	Somali Republic	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	

1 **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
ZA	330	South Africa	South Africa, Republic of		
GS	178	South Georgia and the South Sandwich Islands	South Georgia and the South Sandwich Islands		
RH	3098	Southern Rhodesia	Southern Rhodesia	now Zimbabwe	
n/a		Soviet Socialist Republic	Soviet Socialist Republic	now called Belarus	
ES	156	Spain	Spanish State		
EH	154	Western Sahara	Western Sahara	Formerly Spanish Sahara; Country code did not change	
LK	216	Sri Lanka	Sri Lanka, Democratic Socialist Republic of	was Ceylon	
SD	278	Sudan	Sudan, Democratic Republic of		
SR	289	Suriname	Suriname, Republic of		
SJ	283	Svalbard and Jan Mayen Islands	Svalbard and Jan Mayen Islands		
SZ	294	Swaziland	Swaziland, Kingdom of		
SE	279	Sweden	Sweden, Kingdom of		
CH	130	Switzerland	Swiss Confederation		
SY	293	Syrian Arab Republic	Syrian Arab Republic		
n/a		Tahiti	Tahiti	see French Polynesia	
TW	309	Taiwan, Province of China	Taiwan, Province of China		
TJ	300	Tajikistan	Tajikistan		
TZ	310	Tanzania, United Republic of	Tanzania, United Republic of		
TH	299	Thailand	Thailand, Kingdom of		
TL	3319	Timor	Timor-Leste, Democratic Republic of	formerly East Timor	FY2005
TG	298	Togo	Togolese Republic		
TK	301	Tokelau	Tokelau Islands		
TO	304	Tonga	Tonga, Kingdom of		
TT	307	Trinidad and Tobago	Trinidad and Tobago, Republic of		
TN	303	Tunisia	Tunisia, Republic of		

1 "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction the ISO 2-character country code	Code in SAIS database ¹	Short Name	Full Name	Notes	Effective Dates ²
TR	306	Turkey	Turkey, Republic of		
TM	302	Turkmenistan	Turkmenistan		
TC	295	Turks and Caicos Islands	Turks and Caicos Islands		
TV	308	Tuvalu	Tuvalu	Ellice Islands became British colony of Tuvalu;	
UG	312	Uganda	Uganda, Republic of		
UA	311	Ukraine	Ukraine	formerly Ukrainian Soviet Socialist Republic	
SU	291	Union of Soviet Socialist Republics (USSR)	Union of Soviet Socialist Republics (USSR)	see individual country names; "USSR" not in use since its breakup in 1990's	
AE	91	United Arab Emirates	United Arab Emirates	was Trucial States	
GB	166	United Kingdom	United Kingdom of Great Britain & N. Ireland	commonly referred to as "Great Britain"	
UK	3103	United Kingdom	United Kingdom		
UM	313	United States Minor Outlying Islands	United States Minor Outlying Islands	formerly separate islands of Wake Island, Johnston Island, Midway Islands, US Miscellaneous Pacific Islands	
US	314	United States of America	United States of America	ISO lists the name as "United States"	
ZZ	334	unknown or unspecified country	unknown or unspecified country	not an ISO-standard country (other country not listed in the standard ISO codes); this code is to be used if the country is not listed in this table	
HV	3100	Upper Volta	Upper Volta, Republic of	now Burkina Faso	
UY	315	Uruguay	Uruguay, Eastern Republic of		
PU	3099	US Miscellaneous Pacific Islands	US Miscellaneous Pacific Islands	incorporated into United States Minor Outlying Islands	
UZ	316	Uzbekistan	Uzbekistan		
VU	323	Vanuatu	Vanuatu	was New Hebrides	
VA	317	Holy See (Vatican City State)	Holy See (Vatican City State)	ISO lists name as "Holy See (Vatican City State)"	
VE	319	Venezuela	Bolivarian Republic of Venezuela	Full-name change in ISO Newsletter 3166-1, No. V-4 dated 2002-05-20	

1 "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction the ISO 2-character country code	Code in SAIS data-base ¹	Short Name	Full Name	Notes	Effective Dates ²
n/a	3101	Viet Nam, Democratic Republic of	Viet Nam, Democratic Republic of	incorporated into Viet Nam, Socialist Republic of	n/a as of FY2006
VN	322	Viet Nam, Socialist Republic of	Viet Nam, Socialist Republic of	incorporated Viet Nam, Democratic Republic of & Viet Nam, Republic of	
VG	320	Virgin Islands, British	Virgin Islands, British		
VI	321	Virgin Islands, U.S.	Virgin Islands, U.S.		
WK	3102	Wake Island	Wake Island	incorporated into United States Minor Outlying Islands	
n/a		Wales	Wales	see United Kingdom	
WF	324	Wallis and Futuna	Wallis and Futuna Islands		
EH	154	Western Sahara	Western Sahara	formerly Spanish Sahara	
YE	327	Yemen	Yemen	Republic of Yemen was formed in 1990 through the union of the People's Democratic Republic of Yemen and the Yemen Arab Republic	
n/a		Yemen Arab Republic	Yemen Arab Republic	merged into Yemen; Country Code did not change.	
YD	326	Yemen, People's Democratic Republic of	Yemen, People's Democratic Republic of	merged into Yemen	
YU	329	Yugoslavia	Yugoslavia, Federal Republic of	See also: Bosnia and Herzegovina, Hrvatska, Macedonia, Slovenia	
ZR	332	Zaire	Zaire, Republic of	now Congo, Democratic Republic of the	
ZM	331	Zambia	Zambia, Republic of		
ZW	333	Zimbabwe	Zimbabwe	was Southern Rhodesia	

County

(Source Code: EnLookupCodes; Section: 11)

County does not appear in the SAIS student detail transactions as a stand alone element. The following table is included for informational purposes only, as the "C" in each Entity's CTD or CTDS uses the code in this table.

This "C" might not reflect where the entity itself exists, but rather where the reporting district or the charter holder exists. The physical county location of an entity is available for all Entities (e.g., districts and schools) on the ADE Enterprise database.

CTD or CTDS appears in the SAIS transactions in the following elements.

- Transaction **all SAIS transactions**; Element name **Entity ID**

¹ "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

- Transaction **Student Enrollment, Student Readmission**; Element name **Funded District of Residence**
- Transaction **Student Enrollment**; Element name **Concurrent Entity ID**
- Transaction **Student Enrollment**; Element name **Previous School Entity ID**, providing that the previous school was an Arizona school
- Transaction **Student Personal Information**; Element name **Previous School Entity ID**, providing that the previous school was an Arizona school
- Transaction **Student District of Residence Transfer**; Element name **Funded District of Residence** (old/new)
- Transaction **SPED Service Participation**; Element name **Funded SPED Service DOR**

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
00	337	Arizona Department Of Education	
01	338	Apache	
02	339	Cochise	
03	340	Coconino	
04	341	Gila	
05	342	Graham	
06	343	Greenlee	
07	344	Maricopa	
08	345	Mohave	
09	346	Navajo	
10	347	Pima	
11	348	Pinal	
12	349	Santa Cruz	
13	350	Yavapai	
14	351	Yuma	
15	352	La Paz	
20	353	out of Arizona	
21	354	Arizona Department Of Corrections	
22	1013	NULL	

Early Childhood Block Grant - Living in Household Indicator

Transaction **Early Childhood Preschool Program Participation**;

Element name **Living in Household Indicator**

(Source Table: TBD LookupCodes; TBD)

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
1		Mother	student resides with mother	• FY 2007 to present
2		Father	student resides with father	• FY 2007 to present
3		Both	student resides with both mother and father	• FY 2007 to present

¹ "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
4		Neither	student is not residing with either mother or father	<ul style="list-style-type: none"> FY 2007 to present

Early Childhood Preschool Assessments

Transaction **Early Childhood Preschool Assessments**;

Element name **Preschool Assessment Type**

(Source Table: TBD LookupCodes; TBD)

Code in transaction	Code in SAIS database ¹	Short Description	Description	Preschool programs approved to administer this Assessment	Number of Test Areas	Effective Dates ²
1		Work Sampling	Ongoing progress monitoring instrument published by Pearson Early Learning	All	7	<ul style="list-style-type: none"> FY 2007 to present
2		Creative Curriculum	Ongoing progress monitoring instrument published by Teaching Strategies, Inc.	All	10	<ul style="list-style-type: none"> FY 2007 to present
3		Child Observation Record (COR)	Ongoing progress monitoring instrument published by High/Scope	All	5	<ul style="list-style-type: none"> FY 2007 to present

¹ "**Code in SAIS database**" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³. For internal ADE use only. This is the code used in the actual data table.

Early Childhood Preschool Programs

Transaction **Early Childhood Preschool Program Participation**;

Element name **Preschool Program Type**

(Source Table: TBD LookupCodes; TBD)

Code in transaction	Code in SAIS data-base ¹	Short Description	Description	Effective Dates ²
1		Early Childhood Block Grant	Child enrolled in Early Childhood Block Grant preschool program and has met eligibility guidelines.	<ul style="list-style-type: none"> FY 2007 to present
2		State Family Literacy	State Family Literacy eligible child and family enrolled in a state funded Family Literacy program. Child receives services in a preschool setting in conjunction with family members receiving adult education.	<ul style="list-style-type: none"> FY 2007 to present
3		Title I Even Start	Even Start eligible child and family enrolled in a federally funded Even Start program. Child receives services in a preschool setting in conjunction with family member(s) receiving adult education.	<ul style="list-style-type: none"> FY 2007 to present
4		Migrant Education Even Start	Migrant eligible child and family enrolled in a family literacy program. Child receives services in a preschool setting in conjunction with family members receiving adult education.	<ul style="list-style-type: none"> FY 2007 to present

¹ "**Code in SAIS database**" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³. For internal ADE use only. This is the code used in the actual data table.

Ethnicity (Race)

Transaction **Student Enrollment**; Element name **Ethnicity Code**

Transaction **Student Personal Information**; Element name **Ethnicity Code**

(Source Table: SaisLookupCodes; Section: 79)

*Source: ADE uses race/ethnicity groupings identified by the National Center for Education Statistics (NCES), as listed in the NCES Student Data Handbook, 2000 Edition (publication NCES 2000-343), under the data elements Hispanic or Latino Ethnicity, and Race. NCES in turn uses the ethnicity groupings identified by the Office of Management and Budget (OMB). The groupings below are cited in the **NCES Student Data Handbook 2000 Edition** as being taken from revised **Standards for the Classification of Federal Data on Race and Ethnicity** (Statistical Policy Directives No. 15) by the OMB.*

NOTE: *There is a discrepancy between current published OMB standards and USDE negotiated deadlines. Appendix L of the most recent Student Data Handbook (2000), stated that the 1997 OMB standards should be observed ("Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity"). Despite this, the minimum OMB values listed for Race and for Ethnicity earlier in the Handbook, and those represented in the CCD School Universe data elements, don't match. The most recent available OMB **published** standard states that agencies must observe these minimum standards no later than January 1, 2003. However, this change is very controversial, and the code values remain under strong debate. NCES advises all States to continue using the current codes (those published in the CCD School Universe data elements) until further notice.*

Update, October 2002: Kimberly Jenkins, General Attorney of the Office of General Counsel for the U.S. Department of Education advises that OMB has given USDE an extension to comply with the new requirements. An original date of Fall 2004 was noted, but USDE requested additional delay. USDE is aware that Arizona strongly urges a minimum of two years' notice before expecting us to change these codes, as the change is extremely costly and difficult. USDE has advised that we should continue using the current codes until further notice.

Janice McGoldrick, ADE MIS, October 3, 2002

Update, February 2004: USDE has provided no further guidance on this issue. ADE still operates under the assumption that no change will be required for Ethnicity (Race) for FY2005.

Janice McGoldrick, ADE MIS, February 6, 2004

1 **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
A	387	Asian or Pacific Islander	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. This area includes, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. This also includes a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	
B	388	Black or African-American (Not Hispanic)	A person having origins in any of the black racial groups of Africa.	
H	389	Hispanic or Latino	A person of Cuban, Mexican, Puerto Rican, South or Central America, or other Spanish culture or origin, regardless of race	
I	390	American Indian or Alaskan Native	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains cultural identification through tribal affiliation or community recognition.	
W	393	White (Not Hispanic)	A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.	

Federal School Improvement

The following Federal School Improvement designations are for informational purposes only. There is no code to submit. This element is used only in the SAIS database. It does not appear in any submitted transaction.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
n/a	3396	Warning Year	
n/a	3364	Federal School Improvement (Year 1)	
n/a	3365	Federal School Improvement (Year 2)	
n/a	3363	Corrective Action (Year 3)	
n/a	3374	Planning to Restructure (Year 4)	
n/a	3397	Restructuring Implementation (Year 5)	

¹ "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table. It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Gender

Transaction **Student Enrollment**; Element name **Gender Code**

Transaction **Student Personal Information**; Element name **Gender Code**

(Spurce Table: SaisLookupCodes; Section: 76)

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
F	946	Female	Female	
M	947	Male	Male	

Grade

Transaction **Student Enrollment**; Element name **Grade Level Code**

Transaction **Student Readmission**; Element name **Grade Level Code**

Transaction **Student Grade Transfer**; Element name **New Grade Level Code**

(Source Table: SaisLookupCodes; Section: 16)

Grades are identified in Arizona Revised Statutes, and are the same as those specified by the National Center for Education Statistics.

Note that the grade "IEP" is used only in the Vouchers System. It is not valid in the SAIS system.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
PS	394	Preschool	Preschool	
KG	395	Kindergarten	Kindergarten	
1	396	First Grade	First Grade	
2	397	Second Grade	Second Grade	
3	398	Third Grade	Third Grade	
4	399	Fourth Grade	Fourth Grade	
5	400	Fifth Grade	Fifth Grade	
6	401	Sixth Grade	Sixth Grade	
7	402	Seventh Grade	Seventh Grade	
8	403	Eighth Grade	Eighth Grade	
9	404	Ninth Grade	Ninth Grade	
10	405	Tenth Grade	Tenth Grade	
11	406	Eleventh Grade	Eleventh Grade	
12	407	Twelfth Grade	Twelfth Grade	
IEP	410	Individual Education Program	Individual Education Program (IEP) NOTE: This grade designation is used only by the Vouchers System, which uses IEP as an education plan for ensuring that a student's special needs are serviced.	
US	409	Ungraded Secondary	Ungraded Secondary Note: US is no longer a valid grade code beginning in FY 2006.	FY 2001 – FY 2005

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2 "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
UE	408	Ungraded Elementary	Ungraded Elementary (<i>valid only for KG age students receiving SPED services</i>)	

Grade Exit Code

Transaction **Student Grade Transfer**; Element name **Old Grade Exit Code**

(Source Table: SaisLookupCodes; Sections: 275 and 287)

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
D	3044	Demoted	Demoted to the previous grade level	
L	3045	Lateral	Student transferred to a different register in the same grade	
P	8023043	Promoted	Promoted to the next grade. Applies to students in all grade levels except grade 12. If a student is ungraded elementary or ungraded secondary and have met requirements for the school year, they can be shown as Promoted even though they will still be enrolled in the same grade level the following year.	
W	3107	CODE IS ONLY FOR SAIS INTERNAL USE: NOT VALID ON TRANSACTIONS	<i>This code signifies that a student withdrew from school before the scheduled end of school year. It can only be assigned by SAIS.</i>	

Home Language

Transaction **Student Enrollment**; Element name **Home Language Code**

Transaction **Student Personal Information**; Element name **Home Language Code**

(Source Table: SaisLookupCodes; Section: 17)

These languages are specified in ADE's Instructions for Required Reports.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
00	411	English	
01	412	Spanish	
68	TBD	Afrikaans	FY 2007 to present
47	TBD	Albanian	FY 2007 to present
48	TBD	Amharic	FY 2007 to present

¹ "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table. It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
02	413	Arabic	
49	TBD	Azeri	FY 2007 to present
69	TBD	Bengali	FY 2007 to present
50	TBD	Burmese	FY 2007 to present
03	414	Cambodian	
04	415	Cantonese	
05	416	Czechoslovakian	
51	TBD	Dari	FY 2007 to present
52	TBD	Dinka	FY 2007 to present
06	417	Dutch	
53	TBD	Farsi	FY 2007 to present
07	418	Filipino	
08	419	Finnish	
09	420	French	
10	421	German	
11	422	Greek	
12	423	Hebrew	
70	TBD	Hindi	FY 2007 to present
13	424	Hungarian	
14	425	Italian	
15	426	Japanese	
54	TBD	Kirundi	FY 2007 to present
16	427	Korean	
55	TBD	Kru	FY 2007 to present
17	428	Laotian	
56	TBD	Lingala	FY 2007 to present
57	TBD	Maay	FY 2007 to present
18	429	Mandarin	
58	TBD	Mandingo	FY 2007 to present
59	TBD	Nuer	FY 2007 to present
60	TBD	Pashto	FY 2007 to present
71	TBD	Persian	FY 2007 to present
19	430	Polish	
20	431	Portuguese	
72	TBD	Punjabi	FY 2007 to present
21	432	Romanian	
22	433	Russian	
61	TBD	Serbian	FY 2007 to present
62	TBD	Somali	FY 2007 to present
63	TBD	Swahili	FY 2007 to present
64	TBD	Tagalog	FY 2007 to present
23	434	Thai	
24	435	Ukrainian	
65	TBD	Urdu	FY 2007 to present
66	TBD	Uzbek	FY 2007 to present
67	TBD	Vai	FY 2007 to present
25	436	Vietnamese	

1 "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
26	437	Serbo-Croatian (formerly "Yugoslavia")	
27	438	Other Non-Indian	
28	439	Navajo	
29	440	Apache (San Carlos)	
30	441	Apache (Whiteriver)	
31	442	Chemehuevi	
73	TBD	Cherokee	FY 2007 to present
32	443	Cocopah	
33	444	Hopi	
34	445	Hualapai	
35	446	Kaibab-Paiute	
36	447	Maricopa	
37	448	Mohave	
38	449	Papago (Tohono O'odham)	Added Tohono O'odham reference in FY 2007
39	450	Pima (Akimel O'odham)	Added Akimel O'odham reference in FY 2007
40	451	Supai	
41	452	Tewa	
42	453	Yaqui	
43	454	Yavapai	
44	455	Yuma	
45	456	Other Indian	
46	1246	American Sign Language (ASL)	This code will no longer be accepted by SAIS beginning FY2005. [Note in FY04 documentation: "Code added in error for FY2003-04. NOTE: This code should NOT be submitted to SAIS. Because of the incorrectly published requirements though, SAIS will accept this code for FY2004, but it will be changed to code 00 (English) before the element is added to the SAIS database. This code will not be reported by ADE. "]

Language Participation Status

Transaction **Language Program Participation**; Element name **Language Participation Status**
(Source Table: EnLookupCodes; Section: 274)

This identifies whether the student is continuing in a language program from the prior enrollment (this year or prior year) or not.

This code was formerly named **Language Need Status**.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
C	3157	Continuing - Student is an ELL and was classified as an ELL in Arizona in a prior fiscal year(s).	

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2 "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
N	3158	<u>New</u> - Student was assessed and is eligible to be classified as an ELL for the very first time in Arizona. Note: A Student should only be classified as a New ELL in Arizona one time.	

Language Programs

Transaction **Language Program Participation**; Element name **Program Code**
(Source Table: EnLookupCodes; Section 112)

The language programs are identified by ADE's Academic Services Department.

This code was previously called **English Acquisition Programs**.

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Description	Effective Dates ²
A	1348	1	Transitional English Acquisition	pre-SAIS to FY2001
B	1349	2	Secondary English Acquisition	pre-SAIS to FY2001
C	1350	3	English Acquisition/Bicultural	pre-SAIS to FY2001
D	1351	4	English as a Second Language (ESL)	pre-SAIS to FY2001
E	1352	5	Individual Education Program (IEP)	pre-SAIS to FY2001
F	1353	6	Individual Education Program (IEP), request by parents	pre-SAIS to FY2001
C	3161	102	Structured or Sheltered English Immersion (SEI) & Bilingual with Parental Waivers (dual language) for K-12	FY2002 only
A	3162	96	Structured or Sheltered English Immersion (SEI)	FY2003 to present
B1	3163	97	Bilingual/Dual Language with Waiver 1	FY2003 to present
B2	3164	98	Bilingual/Dual Language with Waiver 2	FY2003 to present
B3	3165	99	Bilingual/Dual Language with Waiver 3	FY2003 to present
M	TBD	TBD	Mainstream	FY2006 to present
A	3159	100	Bilingual Education with a Waiver	Up to FY2002
B	3160	101	Structured English Emersion	Up to FY2002

Language Program Exit Reason

Transaction **Language Program Participation**; Element name **Program Exit Reason Code**
(Source Table: EnLookupCodes; Section 45)

This code was formerly included in **Program/Service Exit Reason**.

These values are determined by ADE's Academic Services Division.

1 "**Code in SAIS database**" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
1	678	Reclassified as FEP by Reassessment	
2	679	Withdrawn from school	
3	993	Withdrawn by parent request	
4	2504	Program ended	This code will no longer be accepted by SAIS beginning FY2005. <i>[Note in FY04 documentation: "Code added in error for FY2004. NOTE: This code should NOT be submitted to SAIS, but because of the incorrectly published requirements, SAIS will accept this code for FY2004. This code will not be reported by ADE."]</i>
5	2505	Transferred to a different program	FY2003-04 to present
6	3313	End of school year	This code will no longer be accepted by SAIS beginning FY2005. <i>[Note in FY04 documentation: "Code added in error for FY2004. NOTE: This code should NOT be submitted to SAIS, but because of the incorrectly published requirements, SAIS will accept this code for FY2004. This code will not be reported by ADE."]</i>
7		Withdrawn due to SPED Criteria	FY2005 to present
8		Transferred to Different Track	FY2005 to present

Membership Type

Transaction **Student Enrollment**; Element name **Membership Type**

Transaction **Student Readmission**; Element name **Membership Type**

Transaction **Student Membership Change**; Element name **Membership Type**

(Source Table: SaisLookupCodes; Section: 99)

Membership Type identifies whether a school has primary responsibility for managing a specific student's curriculum or not.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
M	1230	Main	the school is responsible for managing the student's curriculum and may or may not provide all of the student's instruction	
A	1231	Ancillary	the school provides some instruction for the student, but is not responsible for managing the student's curriculum	
T	3348	TAPBI	Distance Learning	FY2005 to present

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² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

NeedTransaction **Student Need**; Element name **Need Code**Transaction **Language Program Participation**; Element name **Need Code**Transaction **SPED Service Participation**; Element name **Need Code**

(Source Table: EnLookupCodes; Section: 111)

Note: For Need Group = "Special Education" each value in the "Code in transaction" column reflects a special education disability, which is now called "Need Code". These were formerly referred to as "Category Codes".

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Description	Need Group	Effective Dates ²
A	1318	1	Autism	Special Education	
ED	1319	2	Emotional Disability	Special Education	
EDP	1320	3	Emotional Disability (separate facility, private school)	Special Education	
HI	1321	4	Hearing Impairment	Special Education	
MD	1322	5	Multiple Disabilities	Special Education	
MDSSI	1323	6	Multiple Disabilities - Severe Sensory Impairment	Special Education	
MIMR	1324	7	Mild Mental Retardation	Special Education	
MOMR	1325	8	Moderate Mental Retardation	Special Education	
OHI	1326	9	Other Health Impairment	Special Education	
OI	1327	10	Orthopedic Impairment	Special Education	
PSL	1328	11	Preschool - Speech/Language Delay	Special Education	
PMD	1329	12	Preschool - Moderate Delay	Special Education	
PSD	1330	13	Preschool - Severe Delay	Special Education	
SLD	1331	14	Specific Learning Disability	Special Education	
SLI	1332	15	Speech/Language Impairment	Special Education	
SMR	1333	16	Severe Mental Retardation	Special Education	
TBI	1334	17	Traumatic Brain Injury	Special Education	
VI	1335	18	Visual Impairment	Special Education	
1	1336	19	Quantitative (Math) Giftedness	Giftedness	

¹ **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Description	Need Group	Effective Dates ²
2	1337	20	Language Arts (Verbal) Giftedness	Giftedness	
3	3314	38	Non-Verbal Reasoning Giftedness	Giftedness	FY2004 to present
LEPS	1338	21	English Language Learner	Language	
4	1339	22	Eligible for reduced fee lunch	Economic Disadvantage	FY2002 – FY2005
5	1340	23	Eligible for free lunch	Economic Disadvantage	FY2002 – FY2005
4	1339	22	NCLB Indicator 2	Economic Disadvantage	FY2006 to present
5	1340	23	NCLB Indicator 1	Economic Disadvantage	FY2006 to present
6	1341	24	Homeless	Economic Disadvantage	The McKinney-Vento Homeless Education Assistance Act, Section 725 defines homeless children and youths.
7	1342	25	Migrant Agriculture Employment	Economic Disadvantage	This code will no longer be accepted in SAIS beginning FY05. Migrant Needs will be captured in COEStar.
8	1343	26	Immigrant	Economic Disadvantage	
9	1344	27	Neglected	Economic Disadvantage	
10	1345	28	Delinquent	Behavioral Disadvantage	
11	1346	29	Homebound	Health	
12	1347	30	Chronic Illness/Condition	Health	removed from SAIS FY2005
13	3167	31	Math	Academic Disadvantage	
14	3168	32	Language Arts (reading and/or writing)	Academic Disadvantage	
15	3168	33	Science	Academic Disadvantage	
16	3249	34	Refugee	Economic Disadvantage	FY2004 to present

1 **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Description	Need Group	Effective Dates ²
17			School Improvement	Academic Disadvantage	This code will no longer be accepted by SAIS beginning FY2005. Code added in error for FY2004; it is a characteristic of a school, not of a student. (This characteristic will be captured at the school level in ADE's Enterprise database.)
18	3250	35	Social Studies	Academic Disadvantage	FY2004 to present
19	3251	36	Other Academic Services	Academic Disadvantage	FY2004 to present
20			Evacuee	Economic Disadvantage	FY 2006 to present
NOND	3253	37	This value represents "no need". This acts as a placeholder for some Support Programs that allow a child to participate without having any related Need. This value was requested by vendors whose SMS's prefer to require entry of a Need Code on the Support Program Participation (015) transaction. (In other words, these SMS's make it a required field, whereas in SAIS it is actually an optional field).	none (in other words, no need)	FY2004 to present

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Primary Nighttime Residence

Transaction **Student Need**; Element name **Primary Nighttime Residence**
(Source Table: TBD LookupCodes; TBD)

The Primary Nighttime residence is associated with students who have been designated as Homeless.

Code in transaction	Code in SAIS database ¹	Short Description	Long Description	Effective Dates ²
1		Sheltered	Student living in temporary shelters, such as homeless shelters, domestic violence shelters, or transitional housing programs, or temporary foster care placements	FY 2007 to present
2		Doubled Up	Student temporarily sharing the housing of other persons (friends or relatives) due to loss of housing, economic hardship, or a similar reason.	FY 2007 to present
3		Unsheltered	Student living in abandoned buildings, campgrounds and vehicles, inadequate trailer parks, bus and train stations, substandard housing or abandoned in the hospital.	FY 2007 to present
4		Hotel/Motel	Student temporarily living in a hotel or motel due to lack of alternate adequate accommodations	FY 2007 to present
5		Unknown	<i>* This category should only be used as a last resort. Since type of residence is the basis for identifying homelessness, the type of residence should be reported at the time of identification of homelessness. The local liaison should have only the most unusual circumstance to use this classification.</i>	FY 2007 to present

School Membership Share

Transaction **Student Enrollment**; Element name **School Membership Share**
Transaction **Student Readmission**; Element name **School Membership Share**
Transaction **Student FTE & Share**; Element name **School Membership Share**
(Source Table: SaisLookupCodes; Section: 206)

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
0.00	2506	school receives none of the funding generated for this student	FY2001 to FY2004
0.05	3249	school receives 5% of the funding generated for this student	FY2001 to FY2004

¹ "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
0.10	3250	school receives 10% of the funding generated for this student	FY2001 to FY2004
0.15	3251	school receives 15% of the funding generated for this student	FY2001 to FY2004
0.20	3252	school receives 20% of the funding generated for this student	FY2001 to FY2004
0.25	2507	school receives one fourth of the funding generated for this student	FY2001 to FY2004
0.30	3253	school receives 30% of the funding generated for this student	FY2001 to FY2004
0.35	3254	school receives 35% of the funding generated for this student	FY2001 to FY2004
0.40	3255	school receives 40% of the funding generated for this student	FY2001 to FY2004
0.45	3256	school receives 45% of the funding generated for this student	FY2001 to FY2004
0.50	2508	school receives half of the funding generated for this student	FY2001 to FY2004
0.55	3257	school receives 55% of the funding generated for this student	FY2001 to FY2004
0.60	3258	school receives 60% of the funding generated for this student	FY2001 to FY2004
0.65	3259	school receives 65% of the funding generated for this student	FY2001 to FY2004
0.70	3260	school receives 70% of the funding generated for this student	FY2001 to FY2004
0.75	2509	school receives three fourths of the funding generated for this student	FY2001 to FY2004
0.80	3261	school receives 80% of the funding generated for this student	FY2001 to FY2004
0.85	3262	school receives 85% of the funding generated for this student	FY2001 to FY2004
0.90	3263	school receives 90% of the funding generated for this student	FY2001 to FY2004
0.95	3264	school receives 95% of the funding generated for this student	FY2001 to FY2004
1.00	2510	school receives all of the funding generated for this student	FY2001 to FY2004

Special Education Services

Transaction **SPED Service Participation**; Element name **SPED Service Code**

(Source Table: EnLookupCodes; Sections: 263 and 265)

Note: This element used to be referred to as "SPED Service Type."

Note: Two sets of descriptions exist for SPED Service Codes. One set is for preschool grades only; the other is for all other grades.

Code in transaction	Code in SAIS database ¹	Grades	Description res = resourced (for federal funding); sc = self-contained (for federal funding)	Effective Dates ²
A	1354	all grades except Preschool	Outside Regular Class less than 21% of the day. This may include children placed in: regular class with special education/related services provided within regular classes; regular class with special education/related services provided outside the regular classes; or regular class with special education services provided in resource rooms; or children with group B disabilities receiving ancillary services only. Eligible for state and federal (res) funding.	

¹ **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table. It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in trans-action	Code in SAIS database ¹	Grades	Description res = resourced (for federal funding); sc = self-contained (for federal funding)	Effective Dates ²
B	1355	all grades except Preschool	Outside Regular Class for at least 21% but not more than 60% of the day. This may include children placed in: resource rooms with special education/related services provided within the resource room; or resource rooms with part-time instruction in a regular class. Eligible for state and federal (res) funding.	
C	1356	all grades except Preschool	Outside Regular Class for more than 60% of the day. This may include children placed in: self-contained special classrooms with part-time instruction in a regular class; or self-contained special classrooms with full-time special education instruction on a regular school campus. Eligible for state and federal (sc) funding.	
D	1357	all grades except Preschool	Public Separate Day School for greater than 50% of the school day. This may include children placed in: public day schools for students with disabilities; or public day schools for students with disabilities; or public day schools for students with disabilities for a portion of the school day (greater than 50%) and in regular school buildings for the remainder of the school day. Eligible for state and federal (sc) funding.	
E	1358	all grades except Preschool	Private Separate Day School at public expense for greater than 50% of the school day. This may include children placed in: private day schools for students with disabilities; private day schools for students with disabilities for a portion of the school day (greater than 50%) and in regular school buildings for the remainder of the school day; or private residential facilities if the student does NOT LIVE at the facility. Eligible for state and federal (sc) funding.	

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in trans-action	Code in SAIS database ¹	Grades	Description res = resourced (for federal funding); sc = self-contained (for federal funding)	Effective Dates ²
F	1359	all grades except Preschool	Public Institutional Facility for greater than 50% of the school day. Receives education programs and lives in the public residential facilities during the week. This may include children placed in: public residential schools for students with disabilities; or public residential schools for students with disabilities for a portion of the school day (greater than 50%) and in separate day schools or regular school buildings for the remainder of the school day. Eligible for federal (sc) funding only.	
G	1360	all grades except Preschool	Private Residential Facility at public expense for greater than 50% of the school day - Not on educational voucher. Receives education programs and lives in private residential facilities during the week. This may include children placed in: private residential schools for students with disabilities; or private residential schools for students with disabilities for a portion of the school day (greater than 50%) and in separate day schools or regular school buildings for the remainder of the school day. Eligible for state and federal (sc) funding.	
H	1361	all grades except Preschool	Homebased/homebound/hospital Program. Receives education programs in homebased/homebound/hospital environment that includes children with disabilities placed in and receiving special education and related services in: hospital programs; homebound or homebased programs. Eligible for state and federal (res) funding.	
I	1362	all grades except Preschool	Services provided in regular classroom. The only disability categories that can be reported here are A, MD, OI, SMR. Eligible for state and federal (sc) funding.	
J	1363	all grades except Preschool	Private School placement, enrolled by parent(s). There is no entitlement to special education and related services. However, PEA must expend proportionate amount of federal funding on students in this type of private placement. This also includes children that are homeschooled. Eligible for federal (res) funding only.	

¹ **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in trans-action	Code in SAIS database ¹	Grades	Description res = resourced (for federal funding); sc = self-contained (for federal funding)	Effective Dates ²
S	1364	all grades except Preschool	Regular Class with Supplemental Aids/Services. All time is spent in the regular classroom and there must be direct special education services provided. This may include, but is not limited to, Assistive Technology services and one-on-one aides. If there is direct student contact on a regular basis, consult services may be reported in this category. There must be ongoing, scheduled, observation, discussion, monitoring, and adjusting of curriculum and instruction with specific direction to the regular education teacher about the education of that child. Eligible for state and federal (res) funding.	
V	1365	all grades except Preschool	Private Residential Facility at public expense for greater than 50% of the school day – on educational voucher. Receives education programs and lives in private residential facilities during the week. This may include children placed in: private residential schools for students with disabilities; or private residential schools for students with disabilities for a portion of the school day (greater than 50%) and in separate day schools or regular school buildings for the remainder of the school day. Eligible for federal (sc) funding only.	
A	1366	Preschool only	Early Childhood Setting. All (100%) of special education and related services in educational programs designed primarily for children without disabilities. No special education or related services are provided in separate special education settings. This may include, but is not limited to special education and related services provided in: regular kindergarten classes; public or private preschools; Head Start centers; child care facilities; preschool classes offered to an eligible pre-kindergarten population by the public school system; home/early childhood combinations; home/Head Start combinations; and other combinations of early childhood settings. Eligible for state and federal (res) funding.	

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in trans-action	Code in SAIS database ¹	Grades	Description res = resourced (for federal funding); sc = self-contained (for federal funding)	Effective Dates ²
B	1367	Preschool only	Part-time Early Childhood/Part-time Early Childhood Special Education. Receives special education and related services in multiple settings, including special education and related services are provided in: 1) the home, 2) educational programs designed primarily for children <i>without</i> disabilities, 3) programs designed primarily for children <i>with</i> disabilities, 4) residential facilities, and 5) separate schools. This may include, but is not limited to special education and related services provided in: home/early childhood special education combinations; Head Start, child care, nursery school facilities or other community-based settings and outside of the regular class combinations; separate school/early childhood combinations; and residential facility/early childhood combinations.. Eligible for state and federal (res) funding.	
C	1368	Preschool only	Early Childhood Special Education Setting. All (100%) of special education and related services in educational programs designed primarily for children with disabilities housed in regular school buildings or other community-based settings. No special education or related services are provided in early childhood settings. This may include, but is not limited to special education and related services provided in: special education classrooms in regular school buildings; special education classrooms in child care facilities, hospital facilities on an outpatient basis, or other community-based settings; and special education classrooms in trailers or portables outside of regular school buildings. Eligible for state and federal (sc) funding.	
D	1369	Preschool only	Public Separate Day School for greater than 50% of the school day. Receives all special education and related services in education programs in public day schools designed specifically for children with disabilities. Eligible for state and federal (sc) funding.	

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in trans-action	Code in SAIS database ¹	Grades	Description res = resourced (for federal funding); sc = self-contained (for federal funding)	Effective Dates ²
E	1370	Preschool only	Private Separate Day School at public expense for greater than 50% of the school day. Receives all special education and related services in education programs in private day schools designed specifically for children with disabilities. Eligible for state and federal (sc) funding.	
F	1371	Preschool only	Public Residential Facility for greater than 50% of the school day. Receives all special education and related services in publicly operated residential schools on an inpatient basis. Eligible for federal (sc) funding only.	
G	1372	Preschool only	Private Residential Facility at public expense for greater than 50% of the school day – Not on permanent voucher. Receives all special education and related services in privately operated residential schools on an inpatient basis. Eligible for state and federal (sc) funding.	
H	1373	Preschool only	Home at least 360 minutes per week. Receives all special education and related services in the principal residence of the child's family or caregivers. Eligible for state and federal (res) funding.	
I	3170	Preschool only	Self Contained In An Inclusive Setting	<i>This code has never been a valid code for PS, and was added here in error. Removed as of FY2005</i>
J	1374	Preschool only	Private School placement, enrolled by parent(s). There is no entitlement to special education and related services. However, PEA must expend proportionate amount of federal funding on students in this type of private placement. This also includes children that are home schooled. Eligible for federal (res) funding only.	
R	2567	Preschool only	Reverse Mainstream Setting. Receives all special education and related services in educational programs designed primarily for children with disabilities but that include 50% or more children without disabilities. Eligible for federal (res) and State funding.	Beginning FY05, State funding will be calculated for this service code.

¹ "Code in SAIS database" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in trans-action	Code in SAIS database ¹	Grades	Description res = resourced (for federal funding); sc = self-contained (for federal funding)	Effective Dates ²
S	1375	Preschool only	Services at any other location for less than 360 minutes per week. Receives all special education and related services at a school, hospital facility on an outpatient basis, or other location for a short period of time. These services may be provided individually or to a small group of children. This may include, but is not limited to speech instruction up to 3/6 hours per week in a school, hospital, or other community-based setting. Eligible for federal (res) funding. .	
V	1376	Preschool only	Private Residential Facility at public expense for greater than 50% of the school day – on permanent voucher. Receives all special education and related services in privately operated residential schools on an inpatient basis. Eligible for federal (sc) funding only.	

Special Education Service Exit Reason

Transaction **SPED Service Participation**; Element name **SPED Program Exit Reason Code**
(Source Table: EnLookupCodes; Section 275)

*This information was previously included in the code **Program/Service Exit Reason**. It is reported in the IDEA Part B Data Reports.*

Code in trans-action	Code in SAIS data-base ¹	Short Description	Description	Valid for pre-school	Valid for stated ages	Effective Dates ²
1	3171	Transferred to Regular Education	Student was served in special education at the start of the reporting year, but at some point during the reporting year, returned to regular education as a result of having met the objectives of his/her IEP. This student no longer has an IEP and is receiving all of his/her educational services from a regular education program. NOTE: This student must be re-evaluated and determined no longer eligible for special education.	yes	all valid ages	<ul style="list-style-type: none"> starting FY2005 age/grade restriction specified through FY2004: no age or grade restrictions

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² "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in trans-action	Code in SAIS data-base ¹	Short Description	Description	Valid for pre-school	Valid for stated ages	Effective Dates ²
2	3172	Graduated with regular high school diploma	Student exited an educational program through receipt of a high school diploma identical to that for which students without disabilities are eligible.	no	ages 16-21 on Dec 1	<ul style="list-style-type: none"> starting FY2005 age/grade restriction specified through FY2004: no age or grade restrictions
3	3173	Reached maximum age	Student exited special education because of reaching maximum age for receipt of special education services. This includes students with disabilities who reached maximum age and did not receive a diploma.	no	student age on SPED Service Exit Date must be 22 years minus one day	<ul style="list-style-type: none"> starting FY2005 age/grade restriction specified through FY2004: no age or grade restrictions
4	3174	Died	Student died.	yes	all valid ages	<ul style="list-style-type: none"> starting FY2005 age/grade restriction specified through FY2004: no age or grade restrictions
5	3175	Moved, known to be continuing	Student moved out of the catchment area and is <i>KNOWN</i> to be continuing in another educational program. There need not be evidence that the student is continuing in special education, only that he/she is continuing in a general education program. This includes transfers and students in residential drug/alcohol rehabilitation centers or correctional facilities.	yes	all valid ages	<ul style="list-style-type: none"> starting FY2005 age/grade restriction specified through FY2004: no age or grade restrictions
6	3176	Moved, not known to be continuing.	<i>Student moved out of the catchment area and is NOT KNOWN to be continuing in another educational program. This includes students who have moved out of the catchment area and there is no evidence (e.g., record request) to indicate that they have enrolled in another educational program. The use of this category requires that the LEA verify that the family is no longer at their last known address.</i>	yes	all valid ages	<ul style="list-style-type: none"> <i>This code is being removed in its entirety as we will no longer be using this code from FY2005 onward.</i>

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Valid for pre-school	Valid for stated ages	Effective Dates ²
7	3177	Dropped out	Student was enrolled at the start of the reporting year, was not enrolled at the end of the reporting period, and did not exit through any of the other basis described. This includes dropouts, runaways, GED recipients, expulsions, status unknown, students who moved and are not known to be continuing in another education program, and other exiters.	no	all valid ages	<ul style="list-style-type: none"> starting FY2005 age/grade restriction specified through FY2004: no age or grade restrictions
8	3354	Transition to kindergarten	A child remains eligible and still receiving SPED services. A child transitions to kindergarten and continues to receive SPED services under different eligibility requirements.	yes	no	<ul style="list-style-type: none"> starting FY2005 age/grade restriction specified through FY2004: no age or grade restrictions
9	TBD	Exited due to intended change in SAIS data element(s) only	This code is used when the student is ends one SPED service participation and starts another. Student is not transferring to regular education.	yes	all valid ages	<ul style="list-style-type: none"> FY 2007 to present
10	TBD	Withdrawn by Parent Request	This code is used when a parent wants to withdraw a student with a SPED grade of PS, KG, or UE from the student's SPED Service Participation.	PS, KG, and UE SPED grades only	PS, KG, and UE SPED grades only	<ul style="list-style-type: none"> FY 2007 to present

Special Enrollment

Transaction **Student Enrollment**; Element name **Special Enrollment Code**

Transaction **Student Readmission**; Element name **Special Enrollment Code**

Transaction **Student Payer Factors**; Element name **Special Enrollment Code**

(Source Table: EnLookupCodes; Section: 56)

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
1	797	CECA	Certificate of Educational Convenience A - Ref. ARS 15-825	
2	798	CECB	Certificate of Educational Convenience B - Ref. ARS 15 - 825	
3	799	Open enrollment	student registered during a declared open enrollment period	

Note: The Special Enrollment code may also be submitted as a blank.

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² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

States

Transaction **Student Enrollment**; Element name **State of Birth Code**

Transaction **Student Enrollment**; Element name **Previous State Code**

Transaction **Student Personal Information**; Element name **State of Birth Code**

Transaction **Student Personal Information**; Element name **Previous State Code**

(Source Table: SaisLookupCodes; Section:90)

The SAIS States codes are those defined by the United States Postal Service, and reflect states and territories of the United States. These codes are identified in USPS Publication 28 , section 358 Standard State Name Abbreviations and section 225.1 Military Addresses; Overseas Locations.

Links to USPS Publication 28 can be found on the USPS WebPages titled Business Mail 101, at <http://new.usps.com/cgi-bin/uspsbv/scripts/content.jsp?B=mailing101&D=17514>.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
AA	3114	Armed Forces Americas excluding Canada	
AE	3115	Armed Forces Europe, Middle East, Africa, and Canada	
AK	1075	Alaska	
AL	1076	Alabama	
AP	3116	Armed Forces Pacific	
AR	1077	Arkansas	
AS	1133	American Samoa	
AZ	1078	Arizona	
CA	1079	California	
CO	1080	Colorado	
CT	1081	Connecticut	
DC	1082	District of Columbia	
DE	1083	Delaware	
FL	1084	Florida	
FM	1085	Federated States of Micronesia	
GA	1086	Georgia	
GU	1087	Guam	
HI	1088	Hawaii	
IA	1089	Iowa	
ID	1090	Idaho	
IL	1091	Illinois	
IN	1092	Indiana	
KS	1093	Kansas	
KY	1094	Kentucky	
LA	1095	Louisiana	
MA	1096	Massachusetts	
MD	1097	Maryland	
ME	1098	Maine	
MH	1099	Marshall Islands	
MI	1100	Michigan	
MN	1101	Minnesota	
MO	1102	Missouri	

¹ **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
MP	1103	Northern Mariana Islands	
MS	1104	Mississippi	
MT	1105	Montana	
NC	1106	North Carolina	
ND	1107	North Dakota	
NE	1108	Nebraska	
NH	1109	New Hampshire	
NJ	1110	New Jersey	
NM	1111	New Mexico	
NV	1112	Nevada	
NY	1113	New York	
OH	1114	Ohio	
OK	1115	Oklahoma	
OR	1116	Oregon	
PA	1117	Pennsylvania	
PR	1118	Puerto Rico	
PW	1119	Palau	
RI	1120	Rhode Island	
SC	1121	South Carolina	
SD	1122	South Dakota	
TN	1123	Tennessee	
TT	1134	Trust Territories	
TX	1124	Texas	
UT	1125	Utah	
VA	1126	Virginia	
VI	1127	Virgin Islands	
VT	1128	Vermont	
WA	1129	Washington	
WI	1130	Wisconsin	
WV	1131	West Virginia	
WY	1132	Wyoming	
YY	3284	Other US (other territory, Armed Forces, or holding not in this table)	
ZZ	3285	Not US (not a US state, territory, or Armed Forces or other holding)	

Student Management System

Transactions: **ALL**; required in File Header. See "File Header Requirements" section in the Transactions Overview document for reference.

(Source Table: SaisLookupCodes; Section: 330)

Code in transaction	Code in SAIS database ¹	Description (SMS Product Name)	Vendor	Effective Dates ²
1	3327	CIMS	NCS Pearson	FY2005 to present

1 "**Code in SAIS database**" is for internal ADE use only. This is the code from the Lookup Codes table. It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description (SMS Product Name)	Vendor	Effective Dates ²
2	3328	EADS	Educational Administration Data System (EADS)	FY2005 to present
3	3329	eSIS	AAL	FY2005 to present
4	3330	iEstudiante!	CharterData	FY2005 to present
5	3331	Oscar	Oscar Software	FY2005 to present
6	3332	Powerschool	Power School	FY2005 to present
7	3333	SASlpx	NCS Pearson	FY2005 to present
8	3334	Schoolmaster	Olympia Computing Company, Inc.	FY2005 to present
9	3335	Silk	exLogica	FY2005 to present
10	3336	SIRS	MIG	FY2005 to present
11	3337	SIRS - CE	MIG	FY2005 to present
12	3338	Smart	AOP	FY2005 to present
13	3339	STI	Software Technology, Inc.	FY2005 to present
14	3340	Mohave	TUSD	FY2005 to present
15	3341	Mesa	Mesa Unified School District	FY2005 to present
16	3342	Glendale	Glendale Union School District	FY2005 to present
17	3343	Sunnyside	Sunnyside Unified School District	FY2005 to present
18	3344	Tempe	Tempe Union High School District	FY2005 to present
19	3345	Deer Valley	Deer Valley Unified High School District	FY2005 to present
20	3346	Other	Any other system or homegrown SAIS product	FY2005 to present
21		Genesis	Edupoint Educational Systems	FY2006 to present

¹ **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

² **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³. For internal ADE use only. This is the code used in the actual data table.

Student Membership FTE

Transaction **Student Enrollment**; Element name **Student Membership FTE**

Transaction **Student Readmission**; Element name **Student Membership FTE**

Transaction **Student FTE & Share**; Element name **Student Membership FTE**

(Source Table: SaisLookupCodes; Section: 205)

Code in transaction	Code in SAIS database ¹	Description	Effective Dates ²
0.00	3265	student's course load is part time, equivalent to 0% of a full-time program	
0.25	2511	student's course load is part time, equivalent to 25% of a full-time program	
0.50	2512	student's course load is part time, equivalent to 50% of a full-time program	
0.75	2513	student's course load is part time, equivalent to 75% of a full-time program	
1.00	2514	student's course load is full time, equivalent to 100% of a full-time program	
1.25	2515	student's course load exceeds full time, equivalent to 125% of a full-time program <i>This value is not valid for any SAIS data submissions. It is only used internally by SAIS for calculating funding for certain specific concurrent student memberships, in accordance with Arizona statute.</i>	

Student Membership Portion

(Source Table: SaisLookupCodes; Section: 100)

This element is used only in the SAIS database. It does not appear in any submitted transaction.

Code in transaction	Code in SAIS database ¹	Short Description	Description	Effective Dates ²
n/a	1232	MFTE	student full-time equivalence	
n/a	1233	MSH	school's share of the membership funding	

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² **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Support Programs

Transaction **Support Program Participation**; Element name **Program Code**
(Source Table: EnLookupCodes; Section: 277)

Note that a Support Program can apply to one or more Needs, or to no Need at all.

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Short Description	Description	Source	Needs to which this applies	Effective Dates ²
21	3235	104	21st Century program	<p>The purpose of the 21st Century Community Learning Centers is to:</p> <p>(1) provide opportunities for academic enrichment, including providing tutorial services to help students (particularly students in high-poverty areas and those who attend low-performing schools) meet State and local student performance standards in core academic subjects such as reading and mathematics;</p> <p>(2) offer students a broad array of additional services, programs, and activities, such as youth development activities, drug and violence prevention programs, counseling programs, art, music, and recreation programs, technology education programs, and character education programs, that are designed to reinforce and complement the regular academic program of participating students; and</p> <p>(3) offer families of students served by community learning centers opportunities for literacy and related educational development.</p> <p>Therefore, the centers serve the Economic Disadvantage, Behavioral Disadvantage and Academic Disadvantage Need Groups.</p>	ADE Student Services Dept	<ul style="list-style-type: none"> • Eligible for reduced fee lunch • Eligible for free lunch • Homeless • Immigrant • Migrant Agriculture Employment • Neglected • Refugee • Delinquent • Math • Language Arts (reading and/or writing) • Science • Social Studies • Other Academic Services • OR a student could participate in this program, and not be associated with any of the above Needs (in which case, the Need Code could be left blank, or the code "NOND" can be used) 	FY 2004 to present
22	3236	105	Homeless	<i>Student receives services based on homeless designation</i>	NCLB	Homeless	FY 2004 to FY 2006
23	3237	106	Migrant Academic Support	<i>Student participates in Migrant program for academic services (e.g., P.A.S.S. or preschool)</i>		Migrant Agriculture Employment	This code will no longer be accepted in SAIS beginning FY05, but will be captured in COEStar.

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2 "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Short Description	Description	Source	Needs to which this applies	Effective Dates ²
24	3238	107	Migrant Health, Eye and Dental Services	Migrant student receives Health, Eye or Dental Services	NCLB	Migrant Agriculture Employment	This code will no longer be accepted in SAIS beginning FY05, but will be captured in COEStar.
25	3239	108	Migrant Support Services – Non-academic	Migrant student receives non-academic services (e.g., counseling, family social services)	NCLB	Migrant Agriculture Employment	This code will no longer be accepted in SAIS beginning FY05, but will be captured in COEStar.
26	3240	109	Neglected or Delinquent Program Services	Student receives Neglected or Delinquent Program Services	NCLB	<ul style="list-style-type: none"> Neglected Delinquent 	FY 2004 to present
27	3241	110	School Improvement Supplemental Education Services	Parent chooses supplemental services as a result of school improvement requirements <i>Effective FY 2006, this support program is only valid when correlating entity is "In School Improvement" with one of the following statuses:</i> <ul style="list-style-type: none"> <i>Federal School Improvement (Year 2)</i> <i>Corrective Action (Year 3)</i> <i>Planning to Restructure (Year 4)</i> <i>Restructuring Implementation (Year 5)</i> 	NCLB	<ul style="list-style-type: none"> Eligible for free lunch (AND the school must be designated as "in {federal} school improvement") Eligible for reduced fee lunch (AND the school must be designated as "in {federal} school improvement") 	FY 2004 to present
28	3242	111	Title I Mathematics	Student participates in Title I services for Mathematics	NCLB	Mathematics	FY 2004 to present
29	3243	112	Title I Other	Student participates in Title I services for Other Academic services	NCLB	Other Academic Services	FY 2004 to present
30	3244	113	Title I Reading	Student participates in Title I services for Reading	NCLB	Reading/ Language Arts	FY 2004 to present

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2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Short Description	Description	Source	Needs to which this applies	Effective Dates ²
31	3245	114	Title I Science	Student participates in Title I services for Science	NCLB	Science	FY 2004 to present
32	3246	115	Title I Social Studies	Student participates in Title I services for Social Studies	NCLB	Social Studies	FY 2004 to present
33	3247	116	Transportation/Migrant	Migrant student receives Transportation services	NCLB	Migrant Agriculture Employment	<i>This code will no longer be accepted in SAIS beginning FY05, but will be captured in COEStar.</i>
34	3248	117	Transportation/School Choice	<p>Transportation provided for parent choosing another school as a result of school improvement requirements</p> <p><i>Effective FY 2006, this support program is only valid when sending entity is "In School Improvement" with one of the following statuses:</i></p> <ul style="list-style-type: none"> <i>Federal School Improvement (Year 1)</i> <i>Federal School Improvement (Year 2)</i> <i>Corrective Action (Year 3)</i> <i>Planning to Restructure (Year 4)</i> <i>Restructuring Implementation (Year 5)</i> 	NCLB	No Need is necessary for the student (in which case, the Need Code could be left blank, or the code "NOND" can be used), but the school must be designated as "in {federal} school improvement"	FY2004, FY2006 to present.

1 "**Code in SAIS database**" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Code in SAIS database ³	Short Description	Description	Source	Needs to which this applies	Effective Dates ²
35			Gifted Program	Student participates in gifted education services	ARS 15-770	<ul style="list-style-type: none"> Quantitative (Math) Giftedness Language Arts (Verbal) Giftedness Non-Verbal Reasoning Giftedness NOND – The no need code can be entered for Gifted Program participation to accommodate students participating who have not demonstrated a gifted need. 	FY 2005 to present
36			Johnson-O'Malley Indian Education	Student participates in JOM Indian Education programs	CFR 25, 273.12	no Need is necessary for the student(in which case, the Need Code could be left blank, or the code "NOND" can be used)	FY 2005 to present
37			Failing Schools Tutoring Program	Student participates in an underperforming or failing school tutoring program.	ARS15-241(Q)	<ul style="list-style-type: none"> Math Language Arts (reading and/or writing) 	FY2006 to present

1 **"Code in SAIS database"** is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 **"Effective Dates"**: Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Tuition Payer

Transaction **Student Enrollment**; Element name **Tuition Payer Code**

Transaction **Student Readmission**; Element name **Tuition Payer Code**

Transaction **Student Payer Factors**; Element name **Tuition Payer Code**

(Source Table: SaisLookupCodes; Section: 58)

Tuition Payer is used to signify which memberships will generate State funding and which ones will not. It is set by ADE's School Finance Department.

Note: The "normal" setting for Arizona school children will be Code 1.

Code in transaction	Code in SAIS database ¹	Description	Note	Effective Dates ²
1	804	The "normal" setting for Arizona school children who generate state funding.	This includes students attending school in their own district of residence, as well as Tuition-in students (students attending school outside their district of residence as defined in Arizona statute, but whose tuition is paid by the district or ADE), and students with a special enrollment situation (see the subject "Special Enrollment" earlier in this document).	
2	805	Privately paid tuition, no tuition charged, or not eligible for state funding.	This includes students not eligible for state funding as defined in Arizona statute, e.g., students age 22 and older, students less than 3 years old, preschool children without disabilities, and foreign exchange students. It also includes students with private-paid tuition, e.g., tuition is paid by parents.	
3	3350	Foreign exchange student	Student is a foreign exchange student. These students are not eligible for state funding.	FY2005 to present

Withdrawal Reason

Transaction **Student Withdrawal**; Element name **Withdrawal Reason Code**

(Source Table: SaisLookupCodes; Section: 329)

Withdrawal Reasons are a secondary reason for the withdrawal (the primary reason being the Withdrawal Activity Code). Withdrawal Reasons are optional, and will not apply to the great majority of students who withdraw from school prior to the last scheduled day of session.

Code in transaction	Code in SAIS database ¹	Description	Notes	Effective Dates ²
WR1	3323	School identified for Federal School Improvement	Source: No Child Left Behind. This option only applies to schools labeled as federal "in school improvement".	FY2005 to present 1.

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² "Effective Dates": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

³ For internal ADE use only. This is the code used in the actual data table.

Code in transaction	Code in SAIS database ¹	Description	Notes	Effective Dates ²
WR2	3324	School identified as persistently dangerous	Source: No Child Left Behind. This option only applies to schools labeled as federal "in school improvement ".	FY2005 to present 1.
WR3	3325	Individual Transfer Option (victim of a violent crime or criminal act)	Source: No Child Left Behind. This option only applies to schools labeled as federal "in school improvement ".	FY2005 to present
WR4	3326	Pregnancy / Biological Parent of a Child	Source: ARS §15-1042(H). Schools are not required to find out whether or not students are leaving school because of pregnancy. If the school does receive that information, however, it should be reported. As stated in ARS §15-1042(H): "[T]he student level data shall include reasons for the withdrawal if reasons are provided by the withdrawing pupil or the pupil's parent or guardian."	FY2005 to present

Note:

1. If a school does not have this designation, or if a student transfers to another school with the same designation, then this withdrawal reason is invalid.

1 "**Code in SAIS database**" is for internal ADE use only. This is the code from the Lookup Codes table It represents how the value is stored on the SAIS database. Data elements are to be reported to ADE with the SAIS transactions, using the code values in column "Code in transaction."

2 "**Effective Dates**": Unless noted otherwise, each code listed is valid from inception of the system (FY2001-02) to the current time.

3. For internal ADE use only. This is the code used in the actual data table.

Issues

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